MANUAL

OF

INSTRUCTIONS TO OFFICERS

OF

POLITICAL DEPARTMENT

(2ND EDITION.)



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Extract from Queen Victoria's Proclamation, 1858

"We hereby announce to the Native Princes of India that all Treaties and Engagements made with them by or under the authority of the Honourable East India Company are by Us accepted and will be scrupulously observed and We look for the like observance on their part We desire no extension of Our present Territorial Possessions and while We will admit no aggression upon Our Dominions or Our rights to be attempted with impunity, We shall sanction no encroachment on those of others We shall respect the rights, dignity, and honour of Native Princes as Our own, and We desire that they, as well as Our own subjects, should enjoy that prosperity and that social advancement which can only be secured by internal peace and good Government"

Extract from King Edward VII's Coronation Message

"To all My feudatories and subjects throughout India I renew the assurance of My regard for their liberties, of respect for their dignities and rights, of interest in their advancement, and of devotion to their welfare, which are the supreme aim and object of My rule, and which, under the blessing of Almighty God, will lead to the increasing prosperity of My Indian Empire, and the greater happiness of its people"

Extract from King George V's Speech at the Delhi Coronation Darbar, 1911

"Finally, I rejoice to have this opportunity of renewing in My own person those assurances which have been given you by My revered predecessors of the maintenance of your rights and privileges and of My earnest concern for your welfare, peace, and contentment.

May the Divine favour of Providence watch over My people and assist Me in My utmost endeavour to promote their happiness and prosperity.

To all present, feudatories and subjects, I tender Our loving greeting."

Extract from King George V's Proclamation, 1919.

" I take the occasion again to assure the Princes of India of my determination ever to maintain unimpaired their privileges, rights and dignities."

Extract from King George V's Proclamation, 1921.

" In My former Proclamation I repeated the assurance given on many occasions by My Royal predecessors and Myself, of My determination ever to maintain unimpaired the privileges, rights and dignities of the Princes of India. The Princes may rest assured that this pledge remains inviolate and inviolable."

INTRODUCTION

This Manual is the result of an attempt to condense into handy shape the more important rules of procedure that have from time to time been laid down The instructions in the Manual are, so far as they go, authoritative, but many orders are not included All existing orders not specifically incorporated in the Manual remain in force

2 As far as possible questions of policy have not been touched for such questions cannot be reduced to terms of compendious generalisation The circumstances of States vary enormously as regards treaties local conditions, economic and political and the idiosyncracies of Ruling Princes and Chiefs All these circumstances have to be considered in dealing with political questions as they arise Each case has to be considered on its merits, the object being to attain a result satisfactory at once to the Imperial Government and the Darbar Precedents are valuable as a guide, but no more They can only safely be followed *when all conditions are the same*, *and conditions*, as between different States, are rarely the same Even in the matter of procedure it is not possible to secure uniformity without the sacrifice of larger interests and the rules in the Manual must in practice be elastic Any substantial deviation from them should, however, be referred for the orders of the Government of India

3 But while uniformity is unattainable and undesirable in itself, it is necessary to have some general instructions for the guidance of young officers joining the Department, in order to enable them to deal successfully with Darbars, to focus their ideas and to catch the true proportion of the questions which may come before them in detail Such instructions are given in the following paragraphs

the employment of State subjects wherever this is possible

(iv) He should be careful to uphold the dignity of the Darbar, he should not interfere between the Darbar and its subjects, nor encourage petitions from the latter against the former nor should he on his tours inspect the district offices and institutions except at the wish or invitation of the Darbar

(v) He should avoid doing anything which could violate or abate any pledge or engagement given by the British Government or a British officer

(vi) He should leave well alone the best work of a Political Officer is very often what he has left undone

He will ordinarily find his relations with Darbars made easy if he cultivates frankness courtesy, patience tact, care in matters of ceremonial, and above all, readiness to see the good in things and slowness to criticise

2 The policy of the Government of India is a policy of non interference in the internal affairs of States, but there are exceptions to this policy though they are rare Having guaranteed internal independence to the States and having undertaken their protection against external aggression the Imperial Government have assumed some responsibility for the maintenance of order and fairly efficient government in them and cannot consent to incur the reproach of being an indirect instrument of oppression The degree of misrule which will call for interference is a question for decision on its merits in each case It may be stated generally that, unless misrule reaches a pitch which violates the elementary laws of civilisation the Imperial Government will usually prefer to take no overt measures for enforcing reform and in any case the attempt to reform should, so long as is possible, be confined to personal suasion

3 Circumstances have dictated the necessity for regulating certain matters, either because they are

Manual of Instructions to Officers of the Political Department of the Governme it of India.

CHAPTER I.

Official correspondence, etc.

Official correspondence

Cf Home Resoln N dated 18th 1877, For Cir No 3 A, dated Sept. 1902 Dept Cir 2635 G, 16th Oct 1

1 In all official correspondence the point or points to which *attention* is directed should be clear ly indicated in *the letter about to issue in such a* manner that a reference to enclosures of the letter may *not be necessary in order to ascertain what* questions are submitted for decision or what subjects are *communicated for information* *The enclosures* of a letter should include no paper which is not *essential to a proper understanding of the question* dealt with

So far as possible each letter should be confined to the treatment of a single subject, reference being made, where necessary, to separate letters dealing with connected questions

Any reference to a letter or resolution of the Government of India, or to previous correspondence, whether in the opening paragraph or in the body of a letter, or its enclosures, should be specific and pre cise, and comprise the date, year, number (with the letters if any affixed thereto) and the Depart ment

Any allusion to a circumstance, or an event, of which *the Government* is supposed to be cognisant should be accompanied by a marginal reference to the paper in *which it was* reported, or, where this precision is not possible, the best clue that can be given *should* be *afforded to* permit of the matter being traced without unnecessary difficulty.

A copy of all maps, sketches, or plans, referred to, whether in the main letter or in enclosures, should be forwarded, where possible, with the papers, or else shortly after.

In all cases of territorial distribution or disputes, or where reference is made to localities but little known or whenever a map would elucidate a case, it is desirable that such a map or sketch should be forwarded, or that an allusion should be made to some well-known map. In the event of sudden disturbances, when such a map or reference is not immediately available, it should follow the first report as soon as possible.

The head of every official letter should show the name as well as the official designation of the writer, and special care should be taken to ensure that the name as well as the designation is transcribed on any copy of such a letter which may be forwarded to the Government of India.

Vernacular terms to be avoided.

2. The use of vernacular terms in official correspondence should be avoided as far as possible. In any case in which their use appears necessary the nearest English equivalent should be added parenthetically.

Translations to accompany vernacular documents.

3. Vernacular documents should not ordinarily be forwarded to the Government of India. When, however, their transmission is necessary, they should always be accompanied by a translation.

Cf. Cir. No. 3010-I., dated 16th Sept. 1890.

Communication of official correspondence to Durbars.

4. Copies of letters received from or addressed to the Foreign and Political Department of the Government of India should not ordinarily be sent or shown to Durbars. But the substance of the letter containing the instructions should, unless there are special reasons to the contrary, be communicated in sufficient fullness to enable the Durbar to understand the reasons for the decisions embodied in the letter and as far as may be in the language used by the Government of India.

The foregoing rule does not apply to obviously on confidential documents emanating from other epartments of the Government of India communiated through the Foreign and Political Department.

Language of communications addressed to Durbars

5 Particular care should be used in the phraseology of all communications addressed to Durbars, as language which may properly appear n departmental writing may be misunderstood or ven resented when addressed to a Durbar The erms of a letter of instructions from superior uthority to a Political Officer may be unsuitable for *verbatim* reproduction in a communication to a Durbar based thereon

Views and sentiments of Durbars to be set out fully by local Political Officers

6 When any matter touching the interests or feelings of a Durbar forms the subject of a communication by a Political Officer to superior authority, it is important that the views and sentiments of the Durbar should be fully stated

Recommendations on behalf of Ruling Princes and Chiefs

Cf For Dep letter No 61 dated 16th 1911

But no recommendation involving important questions of principle, which Political Officers wish to make on behalf of a Ruling Prince or Chief should be communicated to or discussed with him without the previous sanction of the Government of India

Correspondence between local Political Officers and the Political Secretary to the Government of India

For and Po letter No 6 dated th April 1916

7 With a view to facilitate the disposal of business selected Political Officers in Rajputana and Central India having direct relations with Ruling Princes and Chiefs are authorised to correspond direct, at their discretion, with the Political Secretary to the Government of India, in matters of a complimentary character or purely personal to the Ruler Such discretion should ordinarily not be exercised except at the special request of the Darbar concerned, and copies of all such communications should be supplied simultaneously by the Political Officer to the Hon'ble the Agent to the Governor General In cases of real urgency other than those referred to above such Political Officers are also authorised, at their discretion, to

forward to the Political Secretary copies of letters, or to repeat telegrams, addressed by them to the Hon'ble the Agent to the Governor-General.

Home Dept. Cir. Nos. 3191-3200, dated 23rd Sept. 1903, forwarded with For. Dept. endt. No. 4731-I.B., dated 15th Oct. 1903.

Home Dept. Cir. Nos. 1360-70, dated 29th June 1912, forwarded with For. Dept. endt. No. 1528-G., dated 12th July 1912.

Correspondence affecting individual officers.

8. In any matter personally affecting an officer of the Government, only the substance of the decision in the question should ordinarily be communicated to the officer concerned, with such statement of the grounds upon which it is based as may be necessary for the information of the officer and as may be considered expedient having regard to the circumstances of the case. The express permission of the Government of India must be obtained before (*a*) a despatch from or to the Secretary of State, or (*b*) correspondence between a Local Government and the Government of India indicating a difference of opinion, is communicated to any person.

Cf., Home Dept letters Nos. 248-257, dated 31st Jan. 1899, and No. 5992, dated the 7th Nov. 1901.

Special matters requiring prompt report.

9. The Government of India require prompt information regarding—

(1) Riots which involve a serious breach of the public peace ;

(2) Collisions between Europeans and Indians other than assaults of an insignificant character or those regarding which there is no confirmation ;

(3) Outrages which have a political aspect ;

(4) Calamities, such as floods or earthquakes which cause serious damage to life or property ; and

(5) Other events which have a political or administrative importance or which have excited peculiar public interest.

Reports on such matters should be telegraphed by Local Officers to the Local Government or Administration.

The Military authorities are interested in all cases which come under head (3) above and copies of reports in such cases, even when no military officers, soldiers or followers are concerned, should also be sent to the Officers Commanding the Stations at places where troops are stationed, or to the

General Officers Commanding Districts, if at places where there are no troops

10(a). The deaths of all European Officers of Government (including members of the Civil Service of India) and European

Report of the deaths of European Officers of Government and European pensioners to the Government of India

within the jurisdiction

should be reported to ~~the Government of~~ ~~the Home Department~~* by the Local Administration in the form of the monthly return given in

Nos 15 dated 26th 1910

In paragraph 10 (page 5) after the words "reported to the" c in line 7 for the words 'Government of India in the Home Depa substitute the words "High Commissioner for India After the w figure 'Appendix XI" occurring in line 10 the full stop should be e and the words "and a copy of the return should be furnished to the ment of India in the Department concerned" added For the words Department" occurring in line 23 substitute the words the Dep concerned" F No 215 E

official intimation is sent to the relatives of the officer before the information is communicated to the public press In cases where addresses of relatives are not known, an *ad interim* report should be made at once by telegram to the Government of India in the ~~Home~~ Department concerned, the action being recorded in the next monthly return

For and Dept. end 149 E, dat July 1924

In the case of members of the Covenanted Civil Service and European Gazetted officers employed in other civil branches of the Administration, who are killed or wounded in the execution of their duty, or who are killed or severely wounded by fanatics or others, or who meet with sudden or violent death in any very exceptional circumstances, a report should be made by telegram to the Government of India in the Foreign and Political Department, *who will pass on the information to the Home* Department. In the case of wounds, it should [illegible] dangerous, severe

For Dept No 739 G 29th April and No dated 22nd 1897

Pages 5 and 6—

For. Dept. endt. No. 2548-Est. A., dated 29th July 1909.

report the occurrence to the Officer Commanding the nearest military station who is responsible for the further action required by paragraphs 697 and 699 of the Army Regulations, India, Volume II. The report to the Officer Commanding should state, if possible, the date, cause and place of death of the deceased officer.

In the case of officers of the Political Department (both civilian and military), intimation of death or serious accident should be telegraphed to the Government of India in the Foreign and Political Department with the least possible delay.

Cf. Home Dept. Cir. letter No. 1436-C.—1446-C., dated 27th Feb. 1913; and For. Dept. Cir. endt. No. 568-G., dated 27th March 1913.

Facilities for tracing the relatives of civil officers whose deaths are reported from India.

11. To facilitate the transmission of information of death to their near relatives, officers are requested to place on record among their private papers particulars of the names and addresses of relatives in England to whom, in the event of their death, they would desire information to be given.

For. Dept. Cirs. Nos. 2603-I. A., dated 8th July 1901, and 631-I.A., dated 16th Feb. 1907.

Report of personal incidents affecting Ruling Princes and Chiefs.

12. Telegraphic report should be made through the usual channel to the Government of India of personal incidents of interest or importance which affect Ruling Princes and Chiefs entitled to a salute, especially in the case of the death of the Ruler, the birth or death of an heir-apparent, the death of prominent members of the Ruler's family, or, where the Ruler himself intimates it, of the marriage of a Ruler.

When the Political Secretary is on tour with His Excellency the Viceroy, telegraphic reports of such events should be addressed to him in camp direct.

Like reports should also be made in respect of personal incidents affecting other persons of political distinction

letters of whatever kind addressed to His Majesty the King the Members of the Royal Family, or to high

King and Mem Family

For Dept Notfn No 1368 P, and letters Nos 1374-1390 P dated 23rd June 1873

ngland, should be transmitted through Administration and the Government The practice of sending such letters oxes and bags is one which should, ssible, be discouraged Should occasion ringing the correct procedure in this the attention of any Ruler, the com should be made in as delicate a manner

For Dept Cir No 1776 E B, dated 3rd Sept. 1900.

munications from Ruling Princes and Chiefs or Nobles in State territory which are ad

ne Viceroy

For Dept Cir. No 1354 I.A., dated 23rd May 1899

he Viceroy and Governor General or to the o the Government of India in the Foreign al Department should, as a rule, if they d in closed covers, be opened and perused er to whom they may have been sent for n, and should be forwarded with any nich such officer may have to offer

cotton goods passing into British India from such States. The levy of such a duty must place [illegible] striction on free transit [illegible] territ[illegible]

iii. When the survey of a projected line is being made, the officer-in-charge of the survey will consult the State concerned as to the alignment in the State which would best serve the commercial and other interests of the State, and while adhering to the general direction indicated in his instructions,

endeavour as far as possible to meet the wishes of the State.

IV. When the surveys for a projected railway have been completed and information is available to enable a decision to be reached as to whether its construction should be undertaken, and if so, which route would be most suitable, the State or States concerned will be afforded ample opportunity for expressing their views in regard to both these points. Their views will also be invited as to the extent to which they should participate in the scheme, should the line pass through their territory, and the effect which it may produce on any railway system of their own. The necessary details, such as the extent of the participation, if any, of the State in the scheme and in the construction and working of the line, will be agreed upon before construction is begun.

V. The Government of India desire to encourage the investment of funds by States in railways constructed within State territories, and in the case of railways to be constructed by the Government of India contributions will ordinarily be accepted from States subject to the following conditions:—

(i) the net earnings or losses of the railway shall be divided between Government and the States concerned in proportion to the capital contributed by each;

(ii) the railways will as a rule be controlled entirely by the Government of India, but where a State has a substantial interest in the capital of a line passing through its territory, it shall, whenever practicable, be given suitable representation on the Advisory Board or Committee of such Railway;

(iii) the investment made by a State will ordinarily be regarded as a permanent one, and a State will not [illegible] its interest or any portion of its investment in the line [illegible] Government of India [illegible]

the holder, or on terms approved by the Government of India

(iv) the Government of India will be under no obligation to purchase a State's interest in the line at any time, nor will a State be under an obligation to sell its interest at any time, but if a State wishes to sell and the Government of India agree to buy, or *vice versa*, the terms of transfer will ordinarily be based on the terms governing the purchase of branch lines for the time being, but will be subject to variation by mutual agreement.

VI. In the case of a State owning shares in a Railway Company, there is no objection to the State parting with such shares as an ordinary shareholder.

VII States will also be encouraged to invest funds on a profit-sharing basis in lines outside their own territory in which they are interested Each application will be considered on its merits and facilities will be granted to contribute, it being understood that the matter is entirely in the discretion of the Government of India When making a decision, Government will ordinarily take into consideration, *inter alia* —

(i) whether the line is adjacent to the applicant State, and

(ii) the amount of contribution which the interests of the applicant State entitle it to make

The terms regarding distribution of profits and management of the line will be matters for separate determination in each case, and the principles laid down in paragraph V (iii) and (iv) will be applicable *mutatis mutandis* to the transfer or purchase of a State's interest in the line

Construction of railways by States within or outside their own territory

VIII. (i) The assent of the Government of India is an essential preliminary to the construction or extension of any railway by a State The reasons for this are as follows —

Although the Government of India desire in every way to encourage useful railway

construction by States, it must often happen that a railway line planned by one State will, if carried out, affect prejudicially the interest of other railway lines, in being or planned, either in adjacent British territory or in the territory of a neighbouring State or States. The Government of India, therefore, in their capacity of custodian of the other interests concerned, consider it imperative that in such cases a full enquiry should be made before assent is given to a project which may prove prejudicial to the interests of other States or to the railway development of a particular area as a whole. The same principle is applied in the case of British projects which may prejudicially affect State interests.

(ii) Railways built by Indian States will be subject to the maximum and minimum rates and fares prescribed by the Railway Department of the Government of India which may for the time being be in force on Indian Railways generally.

(iii) The Government of India recognise the prior claim of a State to construct and work a new line or extension within its own territory subject to the general provisions of sub-paragraphs I and IV above.

Railway surveys by States.

IX. It should be understood that a survey by a State of a line within its own territory, with or without reference to the Government of India, does not [illegible] will be granted to the [illegible] of the line.

X. When a State [illegible]

[illegible]

The policy indicated in paragraph 19 above will apply only in the case of those States the Rulers of which are members of the Chamber of Princes in their own right

Jurisdiction on railways passing through State territory

Cf Fo No dated 1899

20 The following is the usual form of cession of jurisdiction on a rail way running through State territory, and shows the nature of the jurisdiction ceded in such cases —

"I / of hereby cede to the British Government full and exclusive power and jurisdiction of every kind over the lands in the State which are, or may hereafter be, occupied by the Railway (including all lands occupied for stations, for outbuildings and for other railway purposes) and over all persons and things whatsoever within the said lands"

Compensation for land required for railway purposes in Indian states

21 The following are the principles to be observed in the assessment of compensation for land required in British India and in Indian States for railway purposes —

Cf For letter B dat 1913

(1) When land in British territory is required for the purposes of a railway constructed or to be constructed at the expense of an Indian State, such land as is in private ownership will be acquired by the British revenue authorities, as for a public purpose, under the provisions of the Land Acquisition Act The Durbar will be required to pay, as compensation for the land made over to them, the actual amount of the awards paid in the case of private land, and in the case of Government land the full market value *plus* such incidental items of expenditure as the cost of establishment, demarcation and stationery The Durbar will also be required to pay compensation for the value of extinguished land revenue, the amount to be settled by negotiation in individual

The policy indicated in paragraph 19 above will apply only in the case of those States the Rulers of which are members of the Chamber of Princes in their own right

Jurisdiction on railways passing through State territory

Cf For. Dept Cir No 1119 I.B., dated 1st May 1899

20 The following is the usual form of cession of jurisdiction on a railway running through State territory, and shows the nature of the jurisdiction ceded in such cases —

"I   of

hereby cede to the British Government full and exclusive power and jurisdiction of every kind over the lands in the State which are, or may hereafter be, occupied by the   Railway (including all lands occupied for stations, for outbuildings and for other railway purposes), and over all persons and things whatsoever within the said lands"

Compensation for land required for railway purposes in Indian states

21 The following are the principles to be observed in the assessment of compensation for land required in British India and in Indian States for railway purposes —

Cf For Dept Cir letter No 3303 I.B., dated 4th Oct. 1913

(1) When land in British territory is required for the purposes of a railway constructed or to be constructed at the expense of an Indian State, such land as is in private ownership will be acquired by the British revenue authorities, as for a public purpose, under the provisions of the Land Acquisition Act The Durbar will be required to pay, as compensation for the land made over to them, the actual amount of the awards paid in the case of private land, and in the case of Government land the full market value *plus* such incidental items of expenditure as the cost of establishment, demarcation and stationery. The Durbar will also be required to pay compensation for the value of extinguished land revenue, the amount to be settled by negotiation in individual

cases, due regard being had to the indirect advantages accruing to the British Government from the railway. Where differences of opinion between the Durbar and the revenue authorities occur as to the compensation payable on account of extinguished land revenue, an arbiter shall be appointed by the Local Government concerned or, in the case of Durbars in direct political relations with the Government of India, by the Government of India, and his decision shall be final.

4) In order to give effect to these general principles, the following procedure should be adopted —

In all cases in which it is proposed to acquire land for railway purposes and the Durbar are entitled to compensation, estimates of the amount payable will be framed as expeditiously as possible by the Durbar, and forwarded to the Railway Administration concerned, who should be given all necessary facilities for checking the estimates If such estimates are accepted by the latter, they will be treated as a settlement Where, however, differences of opinion between the Durbar and the Railway Administration concerned occur as to the compensation payable, or where the amount of an award is raised by action in a Court of Law and the Railway Administration is not prepared to pay to the Durbar the increased sum demanded, arbitration will take place If both parties signify in writing their consent to such a course, the arbiter shall be the Political Officer concerned, and his decision will be final. In other cases the compensation payable will be assessed by an arbiter appointed by the Government of India, or, in the case of a Durbar which has not direct political relations with the Government of India, by the Local Government concerned With this arbiter will be associated a representative of the Durbar and a railway official, and the award will be final. In these latter cases the arbitrator will decide the incidence of the cost of the arbitration

(5) In determining the amount of the compensation payable, Political Officers

and other arbiters will be guided by the general principle that the amount shall be equivalent to what would have been payable by the Durbar had acquisition taken place in British territory and had compensation been assessed in the manner laid down in clause (1) *ante*.

(6) Where land is acquired either for a Durbar's railway in British territory or for a State railway or railway worked by a Company in Indian State territory, the compensation paid under the provisions of the foregoing clauses will be held to cover the right to quarry stone and to excavate sand, clay, earth or other material for the purposes of the railway on the land so acquired without payment of royalty.

ptt. [illegible] Grant of prospecting licences and mining leases by Ruling Princes and Chiefs in their territories.

22. The principles explained below are applicable only to States the Rulers of which are members of the Chamber of Princes in their own right. In the case of other States and Estates, especially those which under the terms of their Sanads are bound to consult the political authorities in mining matters, the principles embodied in the Resolution may be followed to such extent as the Government of India may consider desirable. The Government of India are pleased to delegate their powers to Governors of Provinces in regard to States which are in [illegible] relations with them.

I. Minerals will be divided into two groups, viz :—

(1) essential minerals, i.e., those necessary for key industries or other [illegible] purposes in war time, i.e.—

(a) the following metals and their [illegible] aluminium, chromium, [illegible]

AMENDMENT TO POLITICAL DEPARTMENT MANUAL

No 47

Page 16—

After paragraph 21, *insert* the following paragraph —

Compensation for land required in British India and in Indian States respectively for irrigation navigation embankment and drainage works and works connected with or subsidiary to them

The following are the principles to be observed in the assessment of compensation for land required in British India and in Indian States respectively for irrigation navigation embankment and drainage works and works connected with or subsidiary to, them —

I When land in British territory is required by or at the expense of an Indian State, such land as is in private ownership will be acquired by British revenue authorities as for a public purpose under the provisions of the Land Acquisition Act The State will be required to pay as compensation for the land made over to it the *actual amount of the awards paid in the case of private land* and in the case of Government land the full market value *plus* such incidental items of expenditure as the cost of establishment, demarcation [illegible] to pay compensation [illegible] ue the amount to b[illegible] due regard being h[illegible] British Government from the works etc In cases which involve the submergence of considerable areas compensation for the loss of miscellaneous revenue derived from such areas may be payable in addition Where differences of opinion occur between the State concerned and the local revenue authorities as to the compensation payable a Board of Arbitration will be appointed consisting of one member appointed by the State another by the Government of India (or by the Local Government in the case of a State which is in direct relations with a Local Government) and a third member appointed by mutual consent and their decision shall be final

II Before making an award in the case of private land in British territory to be acquired for a State, or fixing the amount of compensation in the case of Government land the responsible officer will be required to send all necessary details, together with the estimates of the amounts payable, to the State and to give every facility for checking them to the officer or the officers concerned for the purpose, and to take into consideration any representation which such officer or any other duly accredited representative of the Darbar may make whether orally or by letter Such officers or

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*Cf Foreign and Political Department Resolution No F 5 (2) R/28, dated the 5th May 1930 [Serial No (30), correspondence page 44]

compensation is fixed

III When land is required in State territory the general principle to be observed shall be that the same degree of compensation shall be paid to the State concerned as is payable by States under the provisions of the preceding clauses In the case of those States and Estates who under the terms of their Treaties Sanads and *any other existing contracts are bound to provide any facilities* or land in their territories free of cost the question whether compensation will be paid or not will be left for negotiation between the political authorities and the State concerned

IV In order to give effect to these general principles the following procedure shall be observed —

In cases in which it is proposed to acquire private rights in land in a St ied has *enacted* a and the provi sions Where there is no Land Acquisition Act or where the State itself owns or has rights in the land which it is proposed to acquire the estimates of the amount payable will be framed by the State authorities and forwarded to the Local Government concerned who will be afforded the facilities specified in clause II for checking the estimate If *such estimates are accepted by the Local Govern* ment they will be treated as a settlement Where however differences of opinion occur between the State authorities and the Local Government concerned as to the compensation payable arbitration will take place The compensation payable shall be assessed by a Board of Arbitration consisting of one member appointed by the State another by the Government of India or the Local Government in the case of a State which is in direct relations with a *Local* Government and a third member appointed by mutual consent, and their decision shall be final The Board of Arbitration will decide the incidence of the cost of arbitration

V In determining the amount of compensation payable, the arbiters *will be guided by the general* principle that the amount shall be equivalent to what would have been payable by the State had acquisition taken place in British territory and had compensation been assessed in the manner laid down in clause I *supra*

VI When a work is constructed by a State or States in British terri

required for the purposes of or in connection with, the work In cases where rates of royalty for quarrying stone and excavat



ing material are levied, resort will be had to arbitration in the manner provided in clause IV above in the event of agreement as to the rates payable not being reached

VII When a work is constructed in State territory the general principle to be observed will be that the authorities in charge of the work shall enjoy the same rights as regards quarrying stone or excavating material as they would be entitled to in British territory, *the rates of royalty if any payable being determined in* accordance with the rules in force in the State In cases where there are no such rules or where the authorities in charge of the work consider that the rates under State rules are unduly high, resort will be had to arbitration in the manner provided in clause IV above

VIII Where land is required for temporary occupation the procedure in British India will be under part VI of the Land Acquisition Act, and in States in which a law on the same lines is in force under that law In cases where there is no such law the terms of occupation and use will be settled by mutual agreement and in case of dispute as to the terms by arbitration in the manner prescribed in clause IV

[I No 5 (2) R/28]

manganese, molybdenum, nickel, platinum, tungsten, zinc, and

(b) coal, magnesite, mica, petroleum, sulphur

(2) non essential minerals, i e, agate, alum and other salts of alumina not used as ores of aluminium, antimony, arsenic and its salts, asbestos, barytes, china clay (kaolin), corundum, dolomite, felspar fire clay, fuller s earth, garnet, gemstones, gold, gypsum, iron, lead, limestone and marble, ochres, silica, silver, soapstone (steatite, talc), tin, vanadium, monazite, pitchblende, pyrites and any others not mentioned

[NOTE 1 —Minerals dealt with by the Salt Department *such as salt* and saltpetre are excluded from consideration in this connection]

[NOTE 2 —It is possible that in future the development of *scientific* knowledge may make it desirable to transfer particular minerals from one group to the other]

II The Government of India invite States in the interests of the Empire and their own interests,

(a) in dealing with "essential" minerals to adopt the general policy embodied in the Government of India rules for the grant of prospecting licences and mining leases,

(b) in respect of all minerals to impose such restrictions regarding the nationality of concessionaires as may be imposed in British India

III The principal features of the policy of the Government of India which they consider it expedient that Indian States should follow in respect of essential minerals are as follows —

(1) Prospecting licences should be granted for short periods only, *viz*, for one year renewable for a further term of two years The Government of India are considering whether the period of a prospecting licence for petroleum should

not be extended, if good reasons exist, up to five years.

(2) Mining leases should be granted for long periods, but not exceeding 30 years, with option of renewal for a further period of 30 years. In case of renewal the State retains the right of revising the rate of royalty.

(3) The maximum area granted in any State under a mining lease to any individual lessee or others joint in interest should be 10 square miles.

(4) In granting concessions States should, in the interests of the Empire and in their own interests, reserve the right of pre-emption of the output of minerals.

(5) No concessions should be granted to a person, other than a subject of the State concerned, who does not hold a certificate of approval from the Government of India or a local Government or the Indian State of which he is a subject, and every transfer or assignment of a concession or any interest thereunder should be made only (1) to a person holding a certificate of approval from the Government of India or a local Government or the Indian State of which he is a subject, or (2) to a subject of the State concerned.

IV. As regards non-essential minerals, the States would be well advised in their own interests to follow the same policy as in the case of the essential minerals, the chief points on which the Government of India lay stress is that the cooperation of States should be invited in refusing concessions to persons whose nationality, under such restrictions as may be imposed from time to time in British India, would debar them from [illegible] a concession in British India.

V. At present foreigners are debarred from securing mining concessions in British India. Any change of policy in this respect will be communicated to the Durbars.

VI. Draft rules for the grant of prospecting licences and mining leases in Indian States modelled on the rules of the Government of India are published for the information of the Durbars. (*Vide* Appendix XVII). It is desirable that the rules formulated by Durbars should always include the provisions specified in paragraph III above relating to "essential minerals."

CHAPTER III.

Telegraphs and Telephones.

For. & Pol. Deptt. Resolution No. 242-I., dated 6th Dec. 1923.

Construction and maintenance of telegraph systems in Indian States.

23. I. The following are the principles regarding telegraph systems, including train control wire but excluding wireless systems, in Indian States:—

(i) The maintenance of a unitary telegraph system throughout India is a matter of Imperial importance and it is advisable that the construction and maintenance of the system should be under the direct control of the Indian Posts and Telegraphs Department.

(ii) The right of States to share in the profits of the system within their respective territories on an equitable basis, to be mutually discussed hereafter, is recognised.

(iii) The right of a State to construct, maintain and work its own independent telegraph system for internal purposes for gain or otherwise, wholly within its own boundaries and not connected with the Imperial system, is recognised. Where a State desires to extend its own system beyond its own boundaries the previous consent of the Government of India will be necessary, and, if such an extension is to enter the territories of another State, the previous consent of that State will also be necessary. Where a State desires to connect its system to an Imperial telegraph line, the previous consent of the Government of India will be required [illegible] Government of India will [illegible] conditions regarding [illegible] it may deem necessary.

(iv) On account of [illegible] interests of [illegible] all [illegible] telegraph systems [illegible]

thereto should be sent to the Government of India for the information of the Indian Posts and Telegraphs Department It would be convenient for important additions or alterations to be intimated as soon as possible

(i) The consent of the Government of India to the construction of a railway to be owned and worked by a State includes consent to the construction of a telegraph system for purely railway purposes Should a State desire to open such a Railway telegraph system to the public arrangements should be made in consultation with the Government of India as provided in the next clause

(ii) After previous consultation with the Government of India Railway telegraph systems along railways owned and worked by a State may be opened to public traffic and worked by the State subject to the following conditions

(a) that such telegraph wires and apparatus as are supplied to and maintained in the State by the Indian Posts and Telegraphs Department will be supplied and maintained on the same terms as may from time to time be in force in the case of telegraph wires and apparatus supplied to and maintained by the Indian Posts and Telegraphs Department for Government railways

(b) that the State works the offices in strict accordance with the rules from time to time authorised for the working of Licensed Telegraph Systems in British India Provided that where such a railway lies exclusively within the territories of an Indian State a telegraph system constructed along such railway and not connected with any Imperial office is not affected by the provisions of this sub clause

vii) The States recognise that on the occurrence of a grave public emergency, or in the interests of the public safety, the Governor-General in Council may, as a temporary measure and subject to reasonable provision being made for State business—

(*a*) take control of any telegraph systems or part of any telegraph systems to which these principles apply, or

(*b*) direct that any messages or class of messages to or from any persons or class of persons, or relating to any particular subject brought for transmission by, or transmitted, or received by, any telegraph shall not be transmitted or shall be intercepted or detained, or shall be disclosed to the Government or an officer thereof mentioned in the order. The powers of the Governor General in Council may be exercised by the Governors of Provinces in regard to State which are in political relations with them.

If any doubt arises as to the existence of a grave public emergency or whether any act done under (*a*) and (*b*) above was in the interest of the public safety, a certificate signed by the Political Secretary to the Government of India or a Secretary to a Local Government, as the case may be, will be conclusive proof on the point.

II. Whenever it is proposed by the Indian Posts and Telegraphs Department to establish a new Imperial telegraph office in an Indian State, the Postmaster-General should address the Political Officer concerned direct in order to ascertain the views of the State on the project. In the event of a State disagreeing with a proposal the [illegible] of the [illegible] will be forwarded to the Foreign and Political Department of the Government of India and [illegible] not be proceeded except for [illegible] specially important reasons. When the proposal [illegible] establishment of such an office [illegible]

the Political Officer will address the Postmaster-General. The establishment of a new Imperial office in an Indian State with the consent of the State will not require a previous reference to the Government of India.

III. Inland telegrams sent over the Imperial Telegraph and Licensed Telegraph Systems on official business of Indian States will be accepted and transmitted throughout India as Raj telegrams, but, as in the case of Inland State messages as defined in the Indian Post and Telegraph Guide, they will not be allowed priority over private messages of the same class. The charges must be paid for in Service stamps or in cash or on the deposit account system, as laid down in the Rules in the Post and Telegraph Guide.

IV. All Raj telegrams, to whomsoever addressed, and all private telegrams addressed to Rulers or officials of Indian States by official designation only, will be redirected to any part of India by telegraph free of charge according to the provisions of the Indian Post and Telegraph Guide.

V. Telegraphic abbreviated addresses for Ruling Princes and officials of Indian States will, if required, [illegible] registration fee. [illegible] dressed [illegible] graphs, Traffic Branch, Calcutta.

VI. (i) Ruling Princes who are members of the Chamber of Princes in their own right and their ministers have the privilege of sending Clear the Line messages between telegraph offices within their own territories.

(ii) Ruling Princes who are members of the Chamber of Princes in their own right have the privilege of sending Clear the Line messages to addressees outside their State territories, subject to the following conditions —

(a) that [illegible] is exercised only on the [illegible] emergency;

(b) that it is personal to the Ruler himself;

(c) that it is confined to telegrams addressed to the Viceroy, the Governor of any Province, the Political Secretary, a Local Government or a local Political Officer.

(iii) A Ruler who is a member of the Chamber of Princes in his own right may, when absent from his State in India, send from any telegraph office in India on the occasion of any grave public emergency affecting his State, a Clear the Line message to—

(a) his Chief or Senior Minister, and

(b) any of the addressees mentioned in clause (ii) (c).

(iv) In the absence of a Ruler from his State the Chief or Senior Minister is authorised to send Clear the Line messages on an occasion of grave public emergency to the Ruler himself when the Ruler is in India, or to any of the addressees mentioned in clause (ii) (c). The Ruler who receives a Clear the Line message in such circumstances may Clear the Line in reply.

VII. (i) Ruling Princes who are members of the Chamber of Princes in their own right and their ministers are entitled to mark their messages "Priority" in matters of urgency within the limits of their own States.

(ii) In periods of unusual congestion the Government of India are prepared to authorise Ruling Princes and their senior ministers specially selected to mark messages "Priority" for any part of India as a temporary measure. The [illegible] in a State will be instructed to inform the [illegible] Minister of the existence of such [illegible].

21. Until the general [illegible] the [illegible]

State-owned [illegible]

(1) (a) [illegible]

Permission [illegible]

Addendum to Manual of Instructions to Officers of the Political Department of the Government of India, 1924.

No 13

Pages 24-25 —The following shall be substituted for paragraph 24 —

24 *Establishment, maintenance and working of wireless telegraphs and wire*

I *Wireless stations whether owned by a State or licensed by a State, required solely for communication within a State* —It is essential, with a view to maintain co ordination and to avoid mutual interference that there should be previous

points —

(*a*) the general purpose for which the station is required (*e g* , whether it is required for public or private communications, for experimental or instructional purposes, and whether it is to be fixed or portable, permanent or temporary),

(*b*) the distance over which communication is desired,

(*c*) in the case of a fixed station, the approximate location, *i e* , town, village, etc

II *Wireless stations, whether owned by a State or licensed by a State, required for communication with a station in British India* —Such stations can only be erected and worked under special arrangements with the Government of India and the conditions (*e g* , in regard to times of working, traffic and rates) will be regulated according to the circumstances of each case

III *Wireless stations, whether owned by a State or licensed by a State, required for communication with a station in another State* —Such stations can only be erected and worked under mutual arrangements effected between the States concerned through the Government of India

IV. The following are the conditions generally applicable to all wireless stations in British India and in Indian States —

(*a*) Qualified operators should be employed whenever a transmitting set is operated, except in the case of a wireless telehpone set of 30

hand, too powerful a station might be erected involving unnecessary expenditure and probably causing undesirable interference with other stations

The Indian States will have full scope for choice as regards the type of installations. In respect of wave lengths and the extent of the power of the sets employed their wishes will be met as far as possible.

watts or less power. A qualified operator must be in possession of a certificate granted by the Director General of Posts and Telegraphs, India, or by the competent certifying authority in the United Kingdom or in any British possession or protectorate.

(*b*) Call-signs and wave-lengths are allotted only by the Government of India and it is essential that they should be adhered to.

(*c*) It is essential in the interests of wireless communication generally that the States should agree to observe signals of control (e.g., "suspension of working temporarily", "adjustment of wave and power," etc.), when made by Indian Government Stations. Such signals will only be made on the authority of the Director of Wireless.

(*d*) The power employed in a wireless station in an Indian State should be limited to that required adequately to provide the communication intended from time to time.

(*e*) In the case of public emergency (*see* Appendix, Note 2) it is necessary for the British Government and the States to work in close co-operation, and the Imperial Government feel confident that they may rely on the Indian States to co-operate with them.

V. Since the responsibility will rest with the States for the working of wireless telegraphs and telephones within their territories, whether worked by the States or under licenses granted by the States, it is desirable that the purely technical terms of the licenses granted by the States should be similar to the terms of the licenses granted in British India.

APPENDIX

NOTE 1 —The obligations laid on the Government of India by the International Radio telegraph Convention, which are equally binding both in normal times and emergencies, include control of—

(a) type of apparatus,

(b) power to be used,

(c) characteristics of wave emitted,

(d) waves to be used,

(e) interference,

(f) standards of qualification of operators,

(g) operating procedure

NOTE 2 —There are strong technical reasons for requiring a stricter degree of control in time of grave public emergency, viz —

(a) A station might be required as a linking Station between two Stations in British India separated by the State in question and normally out of range of each other

(b) It might be desirable to organise the Stations of separate but adjacent States or the Stations of one State into a group to provide telegraph facilities for the Government of India

(c) The control of traffic might be desirable so as to obtain some of the benefits of (a) and (b) without actually working the Stations

(d) [illegible]

might not have foreseen

(e) If a State in which there is unrest desires communication with a Station in British India it may be advantageous to the State to ask the Government of India for assistance in operating the State Station

(f) Protection of Stations in British India and Stations of other States from malicious interference

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[Cf Foreign and Political Department Resolution No 496 I, dated the 27th May 1926]
File No 496 I of 1924

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will attach to such permission the Director General, Posts and Telegraphs' license (if required) for the State to import the necessary apparatus

(b) *In case of applications to import parts, etc* —The Director General, Posts and Telegraphs' license to import will be forwarded to the State concerned through the Foreign and Political Department

(2) Conditions governing the erection and working of sets in Indian States —

(a) They must be worked by competent operators* under control of the State

(b) They must use wave lengths of 400 or 800 metres only, according to the suitability of the sets

(c) The State should furnish information in advance of the description and location of each set and the probable date of opening (whether for tests or communications), in order that appropriate call-signs may be allotted

(d) The present permission is subject to modification if it is found that the sets interfere with Government communications and when the whole question of radio in the States is settled

Construction of telephone systems in Indian States

For & Pol Dept Resolution No 524 I, dated 18th October 1923

25 I The Indian States are entitled to set up and maintain telephone systems, to open them to the public and work them for gain, or to grant licences to private companies and persons for the same, provided that —

(i) the lines do not go beyond the limits of a State

(ii) the telephone system of one State is not connected with the telephone system

*Competent operators must be employed when the sets are used for *telegraphy* this is not essential when working *telephony* but in these circumstances one should be *in attendance*

ADDENDA TO "MANUAL OF INSTRUCTIONS [illegible]
POLITICAL DEPARTMENT OF THE GOV[illegible]
1924".

No. 55.

1. Page 26.—The following shall be added as [illegible]

"25-A. *Radio Broadcasting in Indian States.*[illegible] shall be observed in regard to radio broadcasting i[illegible]

1. Indian States are entitled to grant their licenses within their respective territ[illegible] sirable that the procedure and condi[illegible] India should be observed with such found necessary.

2. The annual fee to be charged for a [illegible] should be the same in Indian St[illegible] present rate in British India is Rs. [illegible]

3. Each State should collect the broadcast stations within its own territory an[illegible] share of similar license fees for stati[illegible] but the collecting authority wou[illegible] any share of the fees collected whether inside or outside its territo[illegible] vide a broadcasting service to stati[illegible]

4. Indian States should be free to est[illegible] stations within their respective [illegible] explained in the Resolution of th[illegible] Foreign and Political Departmen[illegible] May 1926, the Government of In[illegible] and the provisions contained [illegible] observed.

5. The Government of India invite Darb[illegible] Empire and their own interests to [illegible]ciples of censorship as may from tim[illegible] India. At present in British India which offends against public mora[illegible] or is likely to arouse racial, religiou[illegible] contains statements on topics of [illegible]versy. Instructions have been i[illegible]cerned with censorship in British [illegible] term "seditious" is to be unde[illegible] offending against States in India.

Page 26— With regard to the interpretation of [illegible]

Paragraph 25-A—

For the second sentence in clause 5 the followin[illegible] namely :—

"It is also considered desirable that the [illegible] and the States should reciprocate and [illegible] is reasonably practicable to prev[illegible] made by either in regard to [illegible] apparatus across their respective [illegible]

CORRIGENDUM TO THE MANUAL OF INSTRUCTIONS TO OFFICERS OF THE POLITICAL DEPARTMENT OF THE GOVERNMENT OF INDIA, 1924

No 42

Pages 27—35 —*For* paragraphs 26 and 27 *substitute* the following —

A

26 Regulations respecting Foreign Orders and Medals applicable to Persons in the Service of the Crown

Orders

1 NO person in the Service of the Crown shall accept or wear the Insignia of any Foreign Order without having previously obtained His Majesty s permission to do so signified either

(a) By Warrant under the Royal Sign Manual or

(b) By restricted permission conveyed through the Keeper of His Majesty s Privy Purse

2 When permission is given by Warrant under the Royal Sign Manual the Insignia of the Foreign Order may be worn at all times and without any restriction

When restricted permission is given the Insignia may only be worn on the occasions specified in the terms of the letter from the Keeper of His Majesty s Privy Purse conveying the Royal sanction

3 Full and unrestricted permission by Warrant under the Royal Sign Manual is *contemplated in the following cases* —

For a Decoration conferred—

(a) For distinguished services in the saving of life

(b) On an Officer in His Majesty s Naval Military or Air Forces lent to a Foreign Government on an Officer in His Majesty s Naval Military or Air Forces attached by His Majesty s Government to a Foreign Navy Army or Air Force during hostilities or on any British Official lent to a Foreign Government and not in receipt of any emoluments from British public funds during the period of such loan

4 Restricted permission is particularly contemplated for Decorations which have been conferred in recognition of personal attention to a foreign Sovereign the Head of a Foreign State or a member of a foreign Royal *Family on the occasion of State or official visits by such personages*

5 Restricted permission will also be given for Decorations conferred in the following cases —

(1) On British Ambassadors or Ministers abroad when the King pays a State visit to the country to which they are accredited ,

(*Note* —A State visit is defined as one on which the King is accompanied by a Minister or High Official in attendance)

(2) On Members of Deputations of British Regiments to Foreign Heads of States ,

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Cf Foreign and Political Department Notification No 257 H, dated the 24th April 1930

5. Both in the case of full and of restricted permission the matter will be submitted to the King by His Majesty's Principal Secretary of State for Foreign Affairs, who shall be under no obligation to consider applications for permission unless the desire of the Head of a Foreign State to confer upon a British subject the Insignia of an Order is notified to him before the Order is conferred, either through the British Diplomatic Representative accredited to the Head of the Foreign State, or through the Diplomatic Representative of the latter at the Court of St. James.

6. When His Majesty's Principal Secretary of State for Foreign Affairs shall have taken the King's pleasure on any such application, and shall have obtained His Majesty's permission for the person in whose favour it has been made to wear the Insignia of a Foreign Order, he shall signify the same to His Majesty's Principal Secretary of State for the Home Department, in order that he may cause a Warrant, if it be necessary for the issue of a Warrant as defined in Rule 2, to be prepared for the Royal Sign-Manual.

When such Warrant shall have been signed by the King, a notification thereof shall be inserted in the "Gazette".

Persons in whose favour such Warrants are issued will be required to pay to His Majesty's Principal Secretary of State for the Home Department a stamp duty of 10s.

7. The Warrant signifying His Majesty's permission may, at the request and at the expense of the person who has obtained it, be recorded in the College of Arms. Every such Warrant as aforesaid shall contain a clause providing that His Majesty's licence and permission does not authorise the assumption of any style, appellation, rank, precedence, or privilege appertaining to a Knight Bachelor of His Majesty's Realms.

Medals.

Corrigendum to the Manual of Instructions to Officers of the Political Department of the Government of India, 1924.

No 30

Pages 27—35 *For* paragraphs 26 and 27 *substitute* the following —

A

26. Regulations respecting Foreign Orders and Medals applicable to Persons in the Service of the Crown

Orders

1 NO person in the Service of the Crown shall accept or wear the insignia of any Foreign Order without having previously obtained His Majesty's permission to do so signified either

(a) By Warrant under the Royal Sign Manual, or

(b) By restricted permission conveyed through the Keeper of His Majesty's Privy Purse

2 When permission is given by Warrant under the Royal Sign-Manual the Insignia of the Foreign Order may be worn at all times and without any restriction

When restricted permission is given the Insignia may only be worn on the occasions specified in the terms of the letter from the Keeper of His Majesty's Privy Purse conveying the Royal sanction

3 Full and unrestricted permission by Warrant under the Royal Sign Manual is contemplated in the following cases —

For a Decoration conferred—

On an Officer in His Majesty's Naval Military or Air Forces lent to a Foreign Government, on an Officer in His Majesty's Naval, Military or Air Forces attached by His Majesty's Government to a Foreign Navy, Army or Air Force during hostilities, or on any British Official lent to a Foreign Government and not in receipt of any emoluments from British public funds during the period of such loan

4 Restricted permission is particularly contemplated for Decorations which have been conferred in recognition of personal attention to a foreign Sovereign, the Head of a Foreign State, or a member of a foreign Royal Family, and which are therefore of a more or less complimentary character, but will also be granted for Decorations conferred on other exceptional occasions when in the public interest it is deemed expedient that they should be accepted

5 Restricted permission will generally be given for Decorations conferred in the following cases, but, as indicated in the preceding paragraph, will not necessarily be limited to these cases —

(1) On British Ambassadors or Ministers abroad when the King pays a State visit to the country to which they are accredited,

(*Note* —A State visit is defined as one on which the King is accompanied by a Minister or High Official in attendance)

(2) On Members of Deputations of British Regiments to Foreign Heads of States,

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Cf, Foreign and Political Department Notification No 310 H, *dated the 22nd May 1928*

Applications for His Majesty's permission to wear other Medals conferred by Private Societies or Institutions and Commemorative Medals cannot be entertained

11 The King's unrestricted permission to accept and wear a Foreign War Medal will only be given to (1) Members of His Majesty's Naval, ... Force ... tachés ... rmies

12 In exceptional cases, when for special reasons it is deemed expedient that the acceptance of the Medal should not be declined, His Majesty will grant restricted permission Such cases will be judged on their merits, and the circumstances in which the Medal may be worn will be specified in the Letter conveying His Majesty's permission

General

13 Ladies are subject to the Regulations in all respects in the same manner as men

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B

27 Regulations respecting Foreign Orders and Medals applicable to Persons NOT in the Service of the Crown

Orders

1 NO subject of His Majesty shall accept or wear the Insignia of any Foreign Order without having previously obtained His Majesty's permission to do so, signified either

(*a*) By Warrant under the Royal Sign Manual, or

(*b*) By restricted permission conveyed through the Keeper of His Majesty's Privy Purse

2 When permission is given by Warrant under the Royal Sign Manual, the Insignia of the Foreign Order may be worn at all times and without any restriction

When restricted permission is given the *Insignia may only be worn on* the occasions specified in the terms of the letter *from* the Keeper of His Majesty's Privy Purse conveying the Royal sanction

3 The full and unrestricted permission *by Warrant under the* Royal Sign Manual is designed to meet cases in *which the Decoration has been* earned by valuable service rendered *to the Head of the State conferring it* or to the State itself Such *service must have been both of manifest and substantial value to the Head of the State or State concerned and not* inconsistent with British interests *and must have been rendered within the* period of five years immediately *preceding the notification of the Decoration* to His Majesty's Government as *prescribed* under Rule 5

4 *Restricted permission is particularly contemplated* for *Decoration* ... o a fore... eign ... ame ... char...

occasions, in the case of services of manifest and substantial value not rendered direct to the Foreign State, or when in the ... deemed expedient that they should be accepted.

Restricted permission will not be granted in the case of Decorations conferred for services rendered more than five years previously

5 Both in the case of full and of restricted permission the matter will be submitted to the King by His Majesty's Principal Secretary of State for Foreign Affairs who shall be under no obligation to consider applications for permission unless the desire of the Head of a Foreign State to confer upon a British subject the Insignia of an Order is notified to him before the Order is conferred either through the British Diplomatic Representative accredited to the Head of the Foreign State or through the Diplomatic Representative of the latter at the Court of St James

6 When His Majesty's Principal Secretary of State for Foreign Affairs shall have taken the King's pleasure on any such application and shall have obtained His Majesty's permission for the person in whose favour it has been made to wear the Insignia of a Foreign Order he shall signify the same to His Majesty's Principal Secretary of State for the Home Department in order that he may cause a Warrant if it be a case for the issue of a Warrant as defined in Rule 2 to be prepared for the Royal Sign Manual

When such Warrant shall have been signed by the King a notification thereof shall be inserted in the ' Gazette

Persons in whose favour such Warrants are issued will be required to pay to His Majesty's Principal Secretary of State for the Home Department a stamp duty of 10*s*

7 The Warrant signifying His Majesty's permission may at the request and at the expense of the person who has obtained it be registered in the College of Arms Every such Warrant as aforesaid shall contain a clause providing that His Majesty's licence and permission does not authorise the assumption of any style appellation rank precedence or privilege appertaining to a Knight Bachelor of His Majesty's Realms

Medals

8 Medals with the exceptions specified below and State decorations not carrying membership of an Order of Chivalry are subject to the Regulations in the same manner as Orders but permission to wear is given by Letter and not by Royal Warrant No permission is needed to accept a Foreign Medal if it is not to be worn

9 Medals for saving or attempting to save life at sea or on land whether conferred on behalf of the Head or Government of a Foreign State or by private Life Saving Societies or Institutions may be accepted and worn without His Majesty's special permission

Application for His Majesty's permission to wear other Medals conferred by Private Societies or Institutions and Commemorative Medals cannot be entertained

10 His Majesty will not grant permission to wear any Foreign War Medal if the person on whom it is to be or has been conferred was during the war acting in contravention of the Foreign Enlistment Act

General

11 Ladies are subject to the Regulations in all respects in the same manner as men

(F No 96 H of 1928)

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CORRIGENDUM TO THE MANUAL OF INSTRUCTIONS TO OFFICERS OF THE POLITICAL DEPARTMENT OF THE GOVERNMENT OF INDIA, 1924

No 18

Pages 27—35 *For* paragraphs 26 and 27 *substitute* the following —

A

26 Regulations respecting Foreign Orders and Medals applicable to Persons in the Service of the Crown

Orders

1 IT is the King s wish that no subject of His Majesty in the Service of the Crown shall accept and wear the Insignia of any Foreign Order without having previously obtained His Majesty s permission to do so signified either

(*a*) By Warrant under the Royal Sign Manual or

(*b*) By restricted permission conveyed through the Keeper of His Majesty s Privy Purse

2 When permission is given by Warrant under the Royal Sign Manual the Insignia of the Foreign Order may be worn at all times and without any restriction

when in the public interest it is deemed expedient that they should be accepted

5 Restricted permission will generally be given for Decorations conferred in the following cases but as indicated in the preceding paragraph will not necessarily be limited to these cases —

(1) On British Ambassadors or Ministers abroad when the King pays a State visit to the country to which they are accredited

(*Note* —A State visit is defined as one on which the King is accompanied by a Minister or High Official in attendance)

(2) On Members of Deputations of British Regiments to Foreign Heads of Stores

(3) On Members of Special Missions when the King is represented at a Foreign Coronation Wedding Funeral or similar occasion or on any Diplomatic Representative when specially accredited to represent His Majesty on such occasions

Restricted permission will *not* be given to—

(*a*) British Ambassadors or Ministers abroad

Secretary of State for the Home Department a stamp duty of 10s.

7. The Warrant signifying His Majesty's permission may, at the request and at the expense of the person who has obtained it, be registered in the College of Arms. Every such Warrant as aforesaid shall contain a clause providing that His Majesty's licence and permission does not authorise the assumption of any style, appellation, rank, precedence, or privilege appertaining to a Knight Bachelor of His Majesty's Realms.

8. When a British subject has received the Royal permission, full or restricted, to accept and wear the Decoration of a Foreign Order, he will not be allowed to accept the Decoration of a higher class of the same Order without His Majesty's approval. His Majesty will in such cases grant permission only if the promotion in the Order is conferred for fresh services which come within these Regulations.

9. These Regulations apply only to Orders of Chivalry. Decorations conferred by Private Societies and Decorations of a purely academic nature, and all Decorations not being Orders of Chivalry, may be accepted without His Majesty's permission, but must not be worn.

Exception is made in the case of a few Foreign Orders, which, though not in strictness Orders of Chivalry, yet are of such a high distinction that, for the purpose of these Regulations, they are to be considered and treated as Orders of Chivalry.

Medals.

10. Medals, with the exceptions specified below, are subject to the Regulations in the same manner as Orders, but permission to wear is given by letter and not by Royal Warrant. No permission is needed to accept a Foreign Medal if it is not to be worn.

11. Medals for saving or attempting to save life at sea or on land conferred on behalf of the Head or Government of a Foreign State, may be accepted and worn without His Majesty's special permission.

12. In the case of Medals for Red Cross services permission will only be granted in the conditions laid down in Rule 3, paragraph 3 above.

13. Applications, for His Majesty's permission to wear Medals conferred by Private Societies or Institutions and Commemorative Medals cannot be entertained.

14. His Majesty will not grant permission to wear any Foreign War Medal if the person on whom it is to be or has been conferred was during the war acting in contravention of the Foreign Enlistment Act.

15. Ladies are subject to the Regulations in all respects in the same manner as men.

Revision of Official lists of Officers entitled to wear Foreign Decorations

Cf For. Dept Cir letter No 3726 I C, dated 2nd Dec. 1913

28. The War Office Army List and the Admiralty Navy List will in future contain only the names of officers who have received full permission, as notified in the *London Gazette*, to wear the decorations on all occasions. This rule will apply in the case of Civil Officers also, and no official list published in India should show any Civil Officers as entitled to wear a Foreign Order unless the conditions stated above have been fulfilled. In every case where full permission has not been gazetted it is intended that officers shall receive restricted permission to wear their decorations.

Insignia and Grants of Dignity to be delivered ceremoniously

Cf, For. Dept. Cir. No. 2537-E.C., dated 10th Aug. 1904

29. In accordance with His Majesty's command all Insignia and Grants should be delivered personally to recipients of Decorations by a senior officer in an official and ceremonial manner. The presentation should, whenever possible, be made by [illegible] not [illegible] the [illegible]

Reports of deaths of Members of Indian and other Orders, etc.

For. and Pol. Dept. Cir. No. [illegible] dated the 1st March 19[illegible]

30. On the death of any Member of the Order of the Star of India, of the Order of the Indian Empire, or of the Order of the British Empire resident within the jurisdiction of a Political Officer or of a Durbar to which he is accredited a report of the fact together with particulars regarding place and date of death should be made to the Secretary to the Order or to the Secretary to the Government of India [illegible]

Foreign and Political Department as the case [illegible] through the usual channel. When any lady [illegible] to any of the classes of the Order of the British [illegible]pire marries or re-marries and thereby changes [illegible] name, the fact together with the lady's new [illegible] should be similarly reported.

Cf. For. Dept. Cirs. No. 963-G.B., dated the 10th May 1905, and No. 2517-I.C., dated the 6th December 1912, and For. and Pol. Dept. Cirs. No. 12-I.C., dated the 5th January 1914, and No. 97-H., dated the 16th June 1924.

Similarly, on the death of any member of [illegible] Imperial Order of the Crown of India of the Royal Victorian Order, of the Imperial Service Order or of any holder of the Kaisar-i-Hind Medal or of the Imperial Service Medal, a report should be made to the Secretary to the Government of India in the Foreign and Political Department for the information of the India Office and Registrar of the Orders in London.

Memorandum of instructions regarding the procedure for the submission of recommendations for the grant of Indian titles.

Cf. For. Dept. Cirs. No. 2030-I.A., dated the 30th May 1904, No. 319-I.C., dated the 3rd March 1914, and No. 1521-I.C., dated the 19th August 1914, and For. and Pol. Dept. Cir. No. 2744-512-Genl., dated the 6th March 1922.

* Appendix III.

31. 1. Recommendations for the grant of Indian titles must be submitted, in the attached forms,* in *duplicate*, by Local Governments, Administrations, and Political Officers in direct communication with the Government of India, and Departments of the Government of India, and should be despatched so as to reach the Foreign and Political Department not later than the 15th March and the 15th October in each year. Recommendations received after these dates are not taken into consideration.

If in any case there is no recommendation to be made the fact should be intimated to the Foreign and Political Department by the date [illegible]

Cf. For. Dept. Cirs. dated the 13th April 1897, No. 1803-I.C., dated the 2nd August 1913, and No. 835-I.C., dated the 5th March 1914.

2. The recommendations [illegible]

*No further [illegible]

[illegible] *plicate*, in the forms [illegible] on thick paper. The typing or printing [illegible] done as in the attached forms [illegible] paper. The entries must be arranged in order of priority, it being borne in mind that [illegible] have to be made the order is usually [illegible]

The entries should be serially numbered, the numbers running consecutively from the beginning to the end of the statement

Each recommendation must be made on a separate sheet

All recommendations should be submitted under cover of an endorsement No forwarding official or demi official letter is required, but all grounds of recommendation should be stated in the column "*Grounds of recommendation*" provided for the pur pose

3 The titles commonly granted are —

Cf For Dept Notifn No 811 I, dated the 16th February 1887, Circulars No 2153 I h, d, d y n

Higher titles (either here ditary or personnel)	*Lower titles (personnel)*
	13 Sardar Sahib
	14 Khan Sahib
	15 Rai Sahib.
	16 Rao Sahib
	17 Kyet thaye zaung shwe Salwe ya Min
	18 Thuye gaung ngwe Da ya Min
	19. Ahmudan gaung Tazeik-ya Min.
	20 Taing kyo Pyi kyo Saung

The titles of Shams ul Ulama, Mahamahopadhyaya, Aggamaha pandita and Hazik ul Mulk are regarded as equal in rank.

The titles of Shifa ul Mulk, Vaidyaratna and Chikitsakratna are regarded as equal in rank to those of Khan Bahadur, Rai Bahadur and Rao Bahadur

For. Dept. Cirs., dated the 14th August 1901, No. 1485-I.B., dated the 18th July 1911, No. 896-I.C., dated the 2nd April 1918

4. Recommendations for the grant of the higher titles, *i.e.*, those of Maharajadhiraja, Maharaja Bahadur, Maharaja, Maharani, Nawab Bahadur, Raja Bahadur, Nawab, Raja Begum, and Rani must be submitted separately, in the attached form for higher titles, with a full statement of the grounds on which each recommendation is made: they should not be included in the general list of recommendations for the grant of Indian titles. As these high titles are given very sparingly for exceptionally meritorious service and only to persons of good family who are in a position suitably to maintain them, the following qualifications are regarded as essential:

(*a*) the possession of considerable landed property;

(*b*) unimpeachable fidelity to Government; and

(*c*) respectable private character.

5. In connection with recommendations for the higher titles specified in rule 4, the estimated annual income of the person recommended should be stated. Where possible it is desirable that references to gazetteers, etc., showing the status of the family, should be given.

6. When recommendations are made for hereditary titles, it should be reported whether the rule of succession or inheritance in the family is such as to ensure an adequate endowment of the title; it should also be stated how many sons the person recommended has.

7. As a rule recommendations should be made in the first instance for the titles of Sardar Sahib, Khan Sahib, Rai Sahib and Rao Sahib, but in cases of unusual merit or where these titles would be inappropriate on account of the social status of the recipient, recommendations may be made for the grant of the titles of [illegible] Sardar Bahadur, Khan Bahadur, Rai Bahadur and Rao Bahadur, in the first instance. [illegible] recommendations should [illegible] be accompanied with an explanation [illegible] the former lower title is considered inadequate.

In submitting recommendations for the [illegible] and the Sahib titles, a [illegible] should normally be maintained.

8 In the case of a recipient of a lower title being recommended for a higher title the date on which the lower title was granted must always be stated

9 In order to safeguard the prestige of Indian titles the social status of persons recommended and the nature of the services rendered by them should always be taken into consideration

This applies with special force to the Bahadur titles, particularly Diwan Bahadur and Sardar Bahadur The title of Sardar Bahadur, it will be remembered is one which is given to members of the Order of British India 1st Class a fact which makes it important to maintain its réputation

Persons engaged in purely clerical work on salaries of less than Rs 250 per month should not be recommended except in very special circumstances and in all cases where persons holding clerical appointments are recommended for Indian titles the salary attached to such appointments should always be stated in the recommendation

10 The names titles and designations of the persons recommended, and in the case of officials, the branch of the service to which they belong and the offices which they hold, if these are to be gazetted must be stated in the exact form in which they are intended to appear in the *Gazette of India*, and in the *sanads* which are granted to the title holders

These details should be given in the column headed "*Name and designation of person recommended*" The father's name (unless it is a part of the name as in the case of some Persian and Sindhi names) should not be stated in this column

The prefix 'Doctor' should not be used unless the person concerned actually holds the Degree of Doctor of a recognized University.

11 A specific title must always be proposed.

12 There is ordinarily no objection to the renewal of previous recommendations, and it should be borne in mind that previous recommendations are not considered unless expressly renewed In the event of the renewal of a previous r

the date on which such a recommendation was made must always be given.

Cf. For. and Pol. Dept. Cir. endorsement No. 317-I.C., dated the 29th January 1918.

13. In order to lessen the possibility of titles being refused after conferment, discreet enquiries should be made beforehand, in doubtful cases, as to the willingness of the individual concerned to accept a mark of favour from Government.

14. The Province or State of which the person recommended is a native must be mentioned.

Cf. For. and Pol. Dept. Cir., dated the 6th September 1915.

15. Whenever it is proposed to recommend a person for the grant of a title for work performed outside his own Province, the Head of the Province to which he belongs should be consulted before any recommendation is submitted.

The Head of the Province thus consulted is at liberty to express an opinion freely on the merits of the recommendation, and his opinion should invariably be entered by the recommending authority at the end of the column headed "*Grounds of recommendation as stated by the local authority.*"

Cf. For. Dept. Cir., dated the 12th March 1908.

16. Before any subject or official of a Darbar is recommended for an Indian title, the wishes of the Ruling Prince or Chief should, as a rule, be ascertained informally and privately unless in any particular case special reasons exist to the contrary. It is especially desirable that this procedure should be followed when the title which it is proposed to grant would confer upon the recipient any apparent official rank in the State.

17. Recommendations for the grant of Literary and Medical titles should be submitted [illegible] in the attached form for [illegible]

For. Dept. Circular No. 1659-I. B., dated the 23rd July 1912.

18. The titles of Shams-ul-Ulama and Mahamahopadhyaya are conferred upon scholars of eminent distinction in the traditional learning, though those who have qualified both in that and [illegible] quently in modern courses would [illegible] suitable recipients. Recommendations for these titles [illegible] be accompanied by a [illegible] ing points:-

(a) It must be [illegible]

one case in Arabic, or in Avesta and Pahlvi, in the other in Sanskrit of a profundity and a width which entitle him to peculiar respect

(b) It is necessary that ample proof be given that the proposed recipient is not merely a man of learning but that he also makes, or has made, use of his learning either by active participation in educational or research work by meritorious authorship (*the nature and titles of the publications being specified*) or by some similar means

(c) It will be regarded as an additional recommendation (but not in itself a complete recommendation) if the proposed recipient is a person whose learning has earned for him a position of eminence and reputation in any part of the country

(d) While it is undesirable to consult private bodies or persons regarding the conferment of such titles, it will nevertheless be regarded as a strong recommendation, if indisputable authority of recognised scholars can be quoted in proof of the learning and scholarship of the proposed recipient

It will be taken as a general rule that neither of these titles will be conferred upon any person who cannot be shown to possess the qualifications described under (a) and (b) above and qualifications (c) and (d) will be considered as auxiliary The above information should be supplied in considerable detail with each recommendation

19 The title of Aggamahapandita is conferred on Buddhist scholars in Burma who render eminent services in the promotion of oriental learning, with special reference to Pali

For and Pol Dept Notification No 896 I.C., dated the 4th June 1914

The nature, names and titles of the works composed and published by the persons recommended should always be mentioned

20 The titles of Hazik ul Mulk, Shifa ul Mulk, Vaidyaratna and Chikitsakratna will be granted to

Foreign Department Circular No 2153 I.B., dated the 6th October 1911

medical men of distinction, who have rendered eminent services to the native schools of medicine. The first named will be given very sparingly and only to persons of exceptional distinction and influence.

21. As a rule, no person should be recommended for a British honour as well as for an Indian title at the same time. In the event of a double recommendation being made, the fact should be clearly stated in each of the recommendations.

Cf. For. Dept. Cir. No. 753-I., dated 8th Feb. 1889.

Title of "Highness."

32. All Ruling Princes and Chiefs who are entitled to a salute of not less than ten guns enjoy the privilege of being addressed by the title "Highness." As a matter of courtesy the principal wives or widows of all who bear or have borne the title of "Highness" may also be addressed by that title.

Honours and salutes.

33. For the honours and salutes payable by British troops to Political Officers and others in India and honours to Ruling Princes and Chiefs see Appendix No. VII.

Cf. letter No. 2285-P., dated 18th Aug. 1875, from the For. Dept. to the Govt. of Fort St. George.

Salutes in State territory.

34. Ruling Princes and Chiefs are expected to salute with the proper number of guns in their territories British officers who are entitled by our rules to salutes.

British officers, who are not entitled to salutes, should not be saluted, and those who are so entitled should not receive more than the authorised number of guns.

Cf. For. Dept. Cir. No. 2774-I., dated 23rd Aug. 1895.

It is irregular to fire a salute of 31 guns on the occasion of the installation of a Ruling Prince or Chief. Any salute fired during the ceremony, to celebrate the completion of the installation, should be that of the Ruling Prince or Chief himself, fired in his honour and limited to the number of guns constituting his dynastic local or personal salute.

A Royal salute should not be fired at these ceremonies except on the following occasions :—

(1) When the Viceroy is present in person and then only on the arrival and departure of

His Excellency as the salute to which the Viceroy is entitled,

(2) When, in the absence of the Viceroy, a *kharita* from His Excellency to the Ruling Prince or Chief is produced at the Durbar.

If any member of the British Royal Family is expected to be present at an installation ceremony, the question of the salutes to be fired should be referred for special orders

Salutes to colours carried by Indian State Troops

Cf For Dept letter No 886 G, dated 6th May 1913

Political Officers, when passing Indian State troops with un cased colours, should, out of courtesy, salute the colours

Playing of the National Anthem

Cf For Dept demi official Cir, dated 12th June 1902

35 The ceremonial playing of the National Anthem should be restricted according to the provisions of the King's Regulations (*vide* Appendix VII)

Letter from His Excellency the Viceroy to Their Excellencies the Governors of Bengal, Bombay and Madras, dated 20th Oct. 1913.

Although the Sovereign is represented in India by the Viceroy alone, there are certain *official* occasions in Presidencies on which the National Anthem should be played, on the assumption that the Governors have been deputed on those occasions to represent the King Emperor The National Anthem should therefore be played for Governors on all *official* occasions, *when they are wearing the King's uniform* Such official occasions include Levees, State Balls, Investitures, Receptions of and Visits to Ruling Princes and Chiefs and Military Parades including the presentation of Colours or Medals, when the Governor is in uniform. The exceptions to this rule are—

(1) The National Anthem is not played for the Governor when the Viceroy is in the Governor's Presidency.

(2) At the Proclamation Parade and King's Birthday Parade the Governor would *not* take the salute since the National Anthem and Royal Salute are then given for the King Emperor and the Proclamation.

Cf. For. Dept. Cir. Nos. 777-778-I.B., dated 26th April 1910.

Procedure for proposing the King's health on ceremonial or State occasions.

36. The following rules should be observed in proposing the King's health, on ceremonial or State occasions when His Excellency the Viceroy is present :—

(*a*) When the Viceroy is the guest of a Ruling Prince or Chief, the Ruling Prince or Chief should propose the King's health ;

(*b*) When the Viceroy is staying at a Government House, and the occasion is in the nature of a *State banquet, the Viceroy* should propose the King's health ; on other occasions the Head of the Local Government should propose it ;

(*c*) When the Viceroy is staying in a Residency of the Political Department, the Viceroy should propose the King's health.

Cf. For. Dept. Cir. No. 955-I., dated 19th March 1895.

Ceremonial reception of Ruling Princes and Chiefs.

37. Under orders issued on the 19th March 1895 it was laid down that when, without giving offence, it is possible in arranging the ceremonial reception (*peshwai*) of a Ruling Prince or Chief to dispense with the attendance of officers in military employ, this should be done, a suitable explanation being offered to the Ruling Prince or Chief, if necessary. When offence would be given if officers in military employ did not attend, practice should follow precedents for the lifetime of the Prince or Chief then ruling, and the matter should be reported for orders on the occasion of the next succession. In no case should the Commanding Officer be requested to go beyond the limits of the Cantonment to meet the Ruling Prince or Chief, unless indeed the *cantonment* Railway Station happens to be outside those limits ; nor should the Commanding Officer be asked to go at all unless the hour appointed for the Ruling Prince's or Chief's arrival is a reasonably convenient one.

The Government of India attach importance to the maintenance of ceremonial in accordance with ancient customs and to a strict adherence to etiquette on ceremonial occasions. The following general principles have been laid down :—

Cf. letters to Agents to the Governor-General in Rajputana and Central India, with endt. to Local Governments, etc., Nos. 743—745-I.B., dated 21st April 1910.

(1) In all cases the practice which governs the exchange of first calls between Princes and Chiefs and Political Officers should be recorded in detail and should be invariably followed in future in that State.

(2) Great care should be taken not to permit any new customs to grow up during a minority.

(3) It is desirable to rehearse the proceedings beforehand when occasions of important ceremonial arise.

(4) Decisions should be made on the merits of each case with reference to the custom of the particular State ; reliance should not be placed on comparisons with the procedure followed in other States.

(5) In all cases the questions in issue should be fully and frankly talked over with the Durbar.

CHAPTER V.

Tours and Visits of Ruling Princes and Chiefs.

Foreign and Political Department Resolution No. 587-R., dated the 29th August 1921.

38. With the approval of His Majesty's Secretary of State, and in supersession of all previous instructions on the subject, the following procedure has been laid down by the Government of India in regard to tours and visits abroad of Ruling Princes and Chiefs :—

(1) The Government of India would be glad if Rulers of States, who wish to travel abroad, would inform them of the period for which they will be absent from India, and of the arrangements which they propose for the administration of their States during this period.

(2) In the case of Rulers enjoying salutes of 11 guns or upwards, the Government of India will endeavour to obtain the privileges of such customs facilities as the authorities in England and in British possessions, Colonies and Dominions may be prepared to grant them as a matter of courtesy from time to time. Attempts will also be made to secure a similar privilege in foreign countries where the foreign power concerned is willing to grant it.

(3) The Government of India will not, however, be in a position to move in the matter unless detailed information in regard to the Ruler's journey is supplied to them in sufficient time prior to his departure to comply with the formalities necessary in these cases. As regards travel in foreign countries,

changes of plans at short notice, place His Majesty's Embassies in embarrassing positions, and it is essential that changes in dates and routes originally supplied should be communicated to the Political Aide-de-Camp at the India Office at least 10 days before the visit to the place where such facilities are desired.

(4) When a Ruling Prince or Chief or his heir, or any noble of a state for whom a Ruler desires assistance, proposes to travel [illegible] the Government of India desire

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Under "Indian States Forces" below "Desertion from" *Inser* "Offer of I. S. F. units to Government in Rulers' absence from their States". Paragraph 38-A. Page 47

[illegible] 1/29, ted the [illegible] June [illegible]0. [illegible] paragraph 35(1) are furnished

of places where frontiers will be crossed and date of proposed arrival at these points.

(*d*) The permanent address of the Ruler or other persons to which communications can be forwarded.

When the programme of the party does not admit of full information on all the points mentioned above being given before the party leaves India, the particulars required may be communicated direct to the Political Aide-de-Camp at the India Office.

Cf. Resolution by the Govt. of I., Fin. Deptt., No. 12355, dated 28th Sep. 1861.

Foreign Department circulars Nos. 2340—2343-I., dated 13th June 1888.

Finance and Commerce Department letter No. 5355-S.R., dated 9th November 1895, to the Governments of Madras, Bombay and Bengal.

Foreign Department letters Nos. 935—954-I. A., dated 26th February 1903, to the Government of Bombay and to the Resident at Baroda.

For. & Pol. Deptt. letters to the Govt. of Bombay, Nos. 735-G., and 2712-I.B., dated respectively the 12th May and 10th Dec. 1915.

Customs facilities for Ruling Princes and Chiefs.

39. Exemption from customs duties in respect of their baggage is granted, as a matter of courtesy, to all Ruling Princes and Chiefs entitled to the style of "His Highness", when arriving in India by sea. The term 'baggage' may be held to include a reasonable quantity of arms, ammunition, alcoholic liquors and tobacco, but does not cover motor cars, motor cycles, or carriages, furniture and carpets (except in small quantities).

Commerce and Industry Department letter to Madras, Bombay and Bengal Governments, No. 3014-3016—39, dated 13th April 1913.

Foreign and Political Department circular letter No. 2126-756-Int., dated 9th October 1922.

Ruling Princes and Chiefs whose permanent dynastic salute is not less then 19 guns, have the further privilege of importing free of customs duties all articles intended for their personal use or for the personal use of their wives and children, or for use in their palaces and the grounds attached thereto. But this concession does not extend to exempt the personal effects of individual sons when travelling by themselves.

Foreign and Political Department demi-official No. 3208-1154—I n t., dated 22nd December 1922, to the Resident at Hyderabad.

In order to enable the customs authorities to decide whether, in cases in which a refund of customs duty is applied for by Darbars on the ground that the goods have been imported for the personal use of a Ruling Prince or Chief or his family or for use in his palace or palace grounds, particular articles can

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Para 39—

In sub para (1) of para 39 for the portion beginning from ' but does ' to ' quantities " the following shall be substituted —

" but that it does not cover furniture and carpets (except in small quantities) or motor cars motor cycles or carriages '

(Foreign and Political Department letter to the Government of Bombay No F 27 I/31, dated the 28th April 1931.)

submit in outline to the Political Secretary a programme of his arrangements, with a rough estimate of probable expenses to be disbursed by or through him, and he shall from time to time report any alterations he may make in his programme

He shall, unless otherwise directed in writing, once a month, or, if the visit lasts less than a month, at the close of his visit, submit to the Political Secretary at the India Office for examination accounts of all expenditure incurred by or through him in connection with his deputation, furnishing vouchers wherever possible

Arrangements for the accommodation of the Ruling Prince or Chief or of the Political Officer in attendance, or of both, may be undertaken by the India Office, should the Secretary of State consider this course to be desirable

Where the Political Officer is obliged by his duties to obtain hotel accommodation and maintenance for himself, or to reside in a more expensive neighbourhood than he would on his own account choose, he shall, in ordinary cases, receive, in addition to the travelling expenses incurred by him in connection with his duty, a subsistence allowance for such period as he shall have so resided in the performance of his duties The amount of the allowance shall be such as the Secretary of State shall prescribe

It is to be understood that, unless specially authorised, an officer on duty with a Ruling Prince or Chief will not be allowed to have a carriage or

horses kept, at the cost of the said Ruling Prince or Chief, exclusively for his own use, and will be expected only to make use of the carriage provided for the Ruling Prince or Chief when on business connected with him.

Duty in attendance upon a Ruling Prince or Chief out of India does not qualify for leave except with the special sanction of His Majesty's Secretary of State for India in Council.

The Political Officer or the guardian in charge of a young Prince or Chief while in Europe for educational or similar purposes is responsible to the Secretary of State alone as regards all matters connected with his management, and must submit to the Secretary of State through the Political Aide-de-Camp all proposals requiring the sanction of higher authority and keep him fully and punctually informed through the same channel of all arrangements contemplated. Any correspondence of the Political Officer or guardian with the Resident or the Agent to the Governor General on matters of principle or importance affecting the Prince's or Chief's education, or the arrangements to be made for his comfort, in Europe, should be sent under flying seal to the Political Department of the India Office.

Cf. Foreign and Political Department Resolution No. 62-R., dated the 14th January 1921.

Visits of Ruling Princes and Chiefs to places other than hill stations or Delhi.

41. (1) *Private visits.*—In the case of private visits of Ruling Princes and Chiefs to places in British India, other than hill stations, the Government of India hope that as a matter of courtesy the Ruling Princes and Chiefs will give previous notice of intended visits through their Political Officer to the Local Government or Administration concerned. If no intimation is given, it will be understood that the Ruling Prince or Chief desires to remain incognito.

(2) *Formal visits.*—In the case of all formal visits, where ceremonial is involved, the Government of India consider it desirable that at least a week's previous notice should be given to the Local Government or Administration, to whose jurisdiction it is proposed to pay the visit.

42 (1) *Hill Stations other than Simla*—In view of the shortage of accommodation at the hill stations mentioned below, the Government of India consider it essential that visits to these stations should be arranged in prior consultation with the Local Governments in whose jurisdiction these stations are situated Sufficient previous notice should be given to the Local Government concerned which should not ordinarily be less than 15 days from the receipt by the latter of intimation of a desire to visit the station by the Prince or Chief concerned The stations concerned are —

Visits to Hill Stations

(1) Assam	Shillong
(2) Bengal	Darjeeling
(3) Central Provinces	Pachmarhi
(4) Madras	Any station in the Nilgiri or Palni Hills
(5) Punjab	Murree, Dalhousie, and Dharamsala
(6) United Provinces	Mussoorie
	Landour
	Lansdowne
	Naini Tal
	Almora, and
	Ranikhet
(7) Bombay	Mahableshwar and Matheran

Such prior consultation may be dispensed with in any case in which a Ruling Prince or Chief is the owner of a house or houses in the hill station but even in this case as a matter of convenience and courtesy prior intimation of such visits is desirable

As regards Bhowali and Lohani see para 44 infra

(2) *Visits to Simla.*—Special considerations operate in the case of visits to Simla and the previous consent of the Government of India should be obtained when a Ruling Prince or Chief wishes to visit Simla. The Government of India desire to receive the earliest possible intimation of such visits and in addition to be supplied with information regarding the object and approximate duration of the visit, the place of residence, the names of any near relatives (other than ladies) or of high officials of the State accompanying the Ruler and the number of the retinue.

This procedure does not apply to the Rulers of the Simla Hill States in Political relation with the Superintendent, Simla Hill States and to H. H. the Raja of Bilaspur.

Visits to Delhi.

43. In the case of Delhi special considerations make it desirable that the Government of India should receive early intimation of the proposed visit of any Ruling Prince or Chief to Delhi, while the Government of India are in residence there, even though the visit may be private and the Ruler may not propose to ask for an interview with His Excellency the Viceroy.

General matters applicable to all visits.

44. (*a*) The Government of India trust that Ruling Princes and Chiefs visiting places in British India will observe the following conditions :—

(1) That the Ruler will enforce on his entourage respect for municipal regulations.

(2) That the number of followers accompanying the Ruler, when in residence, will be reasonable and not in excess of that for which the local authority considers that accommodation is available.

(3) That on the occasions of the Ruler's visits he will depute an officer on his behalf to consult the local Sanitary or Health

authority as regards sanitary requirements and carry out his advice in the matter

(b) The above does not relate to hill stations not now existing but which may be established hereafter in the jurisdiction of Local Governments The local circumstances of such hill stations will require special examination in each case, and special directions regarding them will be issued, in those cases, where after consultation with the Local Government it appears necessary to the Government of India to do so

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[illegible] stations in paragraph 45 (6) referred to above but when urgent medical reasons render delay undesirable there will be no objection to Ruling Princes and Chiefs proceeding to Bhowali and Lotani without prior consultation with the Local Government

Religious instruction of minor Princes and Chiefs sent to England for education

Cf For and Poll. Dept Cir No 945 I A dated 12th June 1914

45 Whenever it is under contemplation to recommend that a minor Prince or Chief or heir to an Indian State or a minor member of a Ruling Family should be sent to England in charge of a Political Officer or of an official guardian or tutor or with the cognisance and approval of Government the practicability and expediency of attaching a competent religious instructor to the suite should be carefully considered and the decision arrived at in this respect should invariably be reported to Government when their sanction is being applied for to the contemplated visit

Official reception of Ruling Princes and Chiefs when travelling

Cf For Dept. Cir Nos 399 400 I B dated 31st January 1893

46 When a Ruling Prince or Chief travels in India by rail in circumstances involving an official reception on his arrival at any station it is desirable that arrangements should be made for a person of

proper rank on the visitor's staff to alight and meet the officer deputed for the visitor's reception, conduct him to the carriage occupied by the visitor, and introduce him.

Liability of Ruling Princes and Chiefs to Municipal rates and taxes in British India; exemption from the same in certain cases.

47. In cases in which Ruling Princes and Chiefs visit stations in British India for their own convenience or pleasure, it is not the practice to grant exemption from liability to pay Municipal rates and taxes. But exemption is made when Ruling Princes and Chiefs travel through British territory or visit stations for reason of ceremony or business and when they are invited by the Viceroy or Governor of a Presidency. In the latter cases arrangement may be made either for exemption from liability, or for payment on behalf of the Ruling Prince or Chief, of dues incurred.

Cf. For. Dept. Cir. Nos. 2731-2733,-I., dated 8th July 1889.

Armed retinues of Ruling Princes and Chiefs when travelling outside their States.

48. Political Officers are prohibited from issuing licenses in Form XX of the forms prescribed by the Indian Arms Rules, 1924, covering more than 30 armed retainers without previous reference to the Local Government of the Province in which the licensee proposes to travel. In the event of a Local Government dissenting from the recommendation of a Political Officer not serving directly under their orders, it would still be open to the latter for sufficient reason to refer the matter for the consideration of the Government of India. But armed retinues should be discouraged as much as possible.

Cf. For. Dept. letter No. 2364-I., dated 12th June 1889, to the Govt. of Bombay.

Guards of Durbar troops on private residences of Ruling Princes and Chiefs in British India.

49. It is the practice in certain cases for Ruling Princes and Chiefs when residing in British India to mount reasonable guard of their own troops over their private houses. In the case of a cantonment the Political Officer should arrange that timely notice should be given to the Officer Commanding the station of the strength of the guard and the probable date of its arrival.

CHAPTER VI,

Successions, and Miscellaneous matters affecting Indian States.

Successions

50 Every succession to an Indian State holding direct relations with the British Government must be recognised by, or on behalf of, the British Government, and no succession is valid until recognition has been given

Cf Telegram to the Secy of State No 27 N E, dated the 5th June 1891, published with For Dept Notfn. No 1701 E dated 21st Aug 1891

In the case of Bombay States of the third class and lower, and* elsewhere in the case of Chiefships not entitled to a salute, the power to recognise succession has been delegated to Local Governments and Administrations In all other cases the sanction of the Government of India is required

Letter to Bombay Govt No 3344 I, dated 22nd Aug 1889

No 631 I A. dated 16-2 07

Recognition of successions in Indian States and ceremonial to be observed at installations and investitures

51 Where there is a natural heir in the direct line, he succeeds as a matter of course and the recognition of his succession by His Majesty the King Emperor will be conveyed by an exchange of *kharitas* of a complimentary character between the new Prince or Chief and the Viceroy or other high authority concerned The *kharita* from the Viceroy (or head of the Local Government as the case may be) will be presented to the new Prince or Chief by a representative of the British Government at a formal visit

For & Pol Deptt, Memo No 264 I. A (s) dated the 18th Decr 1917

2 In the case of successions other than those of the direct natural heir, the announcement or recognition and confirmation will be made by a representative of the British Government either at a Darbar held for the purpose or, if this is the custom of the State, at a formal visit to the Prince or Chief

3 It is desirable that the local and religious ceremonies of Installation should in the case of disputed successions, be deferred until the orders of Government on the question of succession have been obtained The performance of such ceremonies can in no case affect the prerogative of the Paramount Power in dealing with disputed successions

4. The Darbar referred to in paragraph 2 will be considered as held by the Prince or Chief, the Representative of the British Government sitting at his right hand.

5. Owing to the diversity of local customs, no definite instructions can be formulated regarding the procedure to be followed at such Darbars, but where a Darbar is held the main outlines are as follows :—

(a) The Representative of the British Government formally announces the recognition of the succession on behalf of the King-Emperor and presents the *kharita,* if there be one, from His Excellency the Viceroy or the Head of the Local Government or Administration.

(b) He also conducts the Prince or Chief to the *gadi* or *masnad,* if this is in accordance with the custom of the State.

(c) In cases where it is customary, he fastens on a *sirpech* or sword or both and places a necklace round the neck of the Prince or Chief. Sometimes he also attires the Prince or Chief with a robe.

(d) A *khilat* is presented in cases where it is customary and *peshkash* is received in return.

6. The installation of a Prince or Chief, who is of full age carries with it *proprio vigore* his investiture with ruling powers, unless Government see fit to restrict by special order the exercise of such powers. Government will decide in each case when a Prince or Chief is to be regarded as having attained full age.

7. If a Prince or Chief is a minor at the time of his Installation, the termination of his minority and his investiture with ruling powers, when approved, will be announced by a Representative of the British Government at an Investiture Darbar, which will be regarded as held by the Prince or Chief, the British Representative sitting at his right hand. The ceremonies will include the reading by the British Representative of the *kharita,* if there be one, from the Viceroy or other high authority and its presentation to the Prince

or Chief It is not desirable to repeat at the Investiture Darbar the ceremonies mentioned in paragraph 5 (*b*), (*c*) and (*d*) above

8 Lesser details of procedure must be settled in each case, whether of Installation or Investiture, with regard to precedent and local custom and feeling, reference being made to the Government of India on any doubtful point

9 The above instructions apply primarily to States having a salute of guns In other cases it is left to Local Governments and Administrations to decide, with due regard to existing practice how far the instructions should be considered applicable

Minority Administration in Indian State

For & Pol. Dept Resolution No 1894 I A dated *27th Aug* 1917

52 The Government of India have for some time past devoted special consideration to the question of the principles which should be observed in connection with the administration of an Indian State during a minority The opinion of certain Ruling Princes and Chiefs and of Political Officers were obtained by the Government of India during Lord Hardinge's Viceroyalty and the question in some of its aspects came under discussion at the Conference of Ruling Princes and Chiefs recently held at Delhi The Governor General in Council after full consideration of the views elicited, has with the approval of the Secretary of State, decided that the policy of Government in the matter may appropriately be stated as follows —

The Government of India recognise that they are the trustees and custodians of the rights interests and traditions of Indian States during a minority administration Their general policy is laid down in the following extract from certain orders, which were issued some years ago for the guidance of Political Officers —

"The Governor General in Council is opposed to anything like pressure on Darbars to introduce British methods of administration He prefers that reforms should

> emanate from the Darbar, and grow up in harmony with the traditions of the State. Administrative efficiency is at no time the only or indeed the chief object to be kept in view. This should specially be borne in mind by officers charged temporarily with the administration of a State during a minority, whether they are in sole charge, or associated with a State Council. They occupy a position of peculiar trust, and should never forget that their primary duty is the *conservation* of the customs of the State. Abuses and corruption should be corrected as far as possible, but the general system of administration to which the Chief and the people have become accustomed should be unchanged in all essentials. The methods sanctioned by tradition in States are generally well adapted to the needs and relations of the Ruler and people. The loyalty of the latter to the former is generally a personal loyalty, which administrative efficiency, if carried out on lines unsuited to local conditions, would lessen or impair."

The Government of India realise that the special conditions of each State require special treatment and will be glad to receive and consider requests by individual Princes or Chiefs regarding any principles which they may wish to be adopted in the case of their own States or families. Due weight will be attached to wishes so expressed or to any written or verbal instructions left on record, but the Government of India on whom the final responsibility rests must reserve to themselves full freedom of action in dealing with such requests or instructions. Subject to the foregoing observations, the Governor-General in Council is pleased to lay down the following general principles for the conduct of minority administrations. The announcement is subject to the reservation that the principles laid down will be liable to relaxation in individual cases where

special conditions may render their strict application inappropriate —

Principles to be observed during minority administrations

(1) The administration of a State during a minority should ordinarily be entrusted to a Council In cases where the appointment of a Regent is in acordance with the custom of the State and a suitable person is available for nomination as Regent the Council should be styled a "Council of Regency" and should consist of three to five Indian Members under the presidency of the Regent The Regent may be either a legitimate mother or widow or a near male relative of the late Ruler, provided that the latter was in the full confidence of the late Ruler at the time of his demise Where no Regent is available the Council should be styled a "Council of Administration" and should consist of three to five Indian Members presided over by an Indian administrator of proved experience of Indian States

In the selection of the Councillors local talent should be utilised to the utmost possible extent— preference being always given to persons with vested interests in the State so long as they possess the re quisite qualifications

Where local conditions appear to render it im possible for a Council to administer the State suc cessfully, an officer borrowed from Government service may be appointed as Superintendent or Admi nistrator of the State

Where expressly desired by the late Ruler the minority administration should in important matters consult with Ruling Princes or Chiefs nomi nated by him for this purpose

(2) Old traditions and customs of the State should be scrupulously observed and maintained

[The word "customs' includes, among other things—

(a) the payment to the minor Prince or Chief and to members of his family

on all occasions, of due *consideration* by all officers serving in the State;

(*b*) the maintenance of the dignity of the minor Prince or Chief by the strict observance of the customary ceremonial honours and courtesies due to him by officers of the Imperial Government and by other Rulers; and

(*c*) the performance on due date of religious ceremonies, festivals, and social observances, including the exchange of presents with other States.]

(3) The regulations and records embodying the established policy of the State should be carefully studied. Except in the case of obvious and unmistakeable abuses, radical changes (such as important constitutional reforms, alteration of the Court language or of the postal, taxation, or currency systems, &c.) should, as a general rule, be avoided. Any new measures adopted should, so far as circumstances permit, be grafted on and assimilated to existing institutions in the State, and should be so designed, introduced and carried into effect, that they can be continued by the regular administration after termination of the minority. Where any radical change, or any important measure which is contrary to the express wishes or policy of the late Ruler is proposed, the matter should be referred with full particulars to the Government of India for decision.

(4) For appointments in the State service local talent should be used wherever possible. Where local talent is not available, outsiders may be imported for special purposes, but these should be strictly required to conform to local conditions and customs and to show due respect to the members of the ruling family. When the services of outsiders are engaged, their deputation should ordinarily be liable to termination at the discretion of the Ruler after he receives his powers. Persons who are known to have been disloyal or obnoxious to the late Ruler or his family should not be appointed to State service during a minority.

(5) Treaty rights should be strictly upheld and measures involving any modification of existing treaties and engagements should be avoided No alteration should be made affecting the recognized political status of fiefs under the suzerainty of a Darbar or their customary relations with the Ruler and his State

(6) No jagirs or hereditary or personal honours and distinctions should be granted or promised on behalf of the State during the minority, nor should such jagirs, honours, etc be confiscated except for disloyalty or gross misconduct Customary jagirs and maintenance allowances granted by the late Ruler to members of the Ruling family and others should ordinarily be maintained, and no increase or decrease or new grant should be allowed except for special reasons and with the sanction of the Government of India or other political authority to whom this power may be delegated, such sanction would apply only to the period of the minority

(7) Interference with the private property, estates, or establishments of members of the Ruling family should be avoided, and the customary and reasonable presents, easements etc, to them and their dependents, should not ordinarily be curtailed

(8) In States where a distinction is made between State and Privy Purse funds, the fixed Privy Purse allowance, if on a reasonable scale, should be paid by the State without reduction to the minor Ruler and kept in trust for him, together with the private property bequeathed to him by the late Ruler, until he attains majority Expenditure from Privy Purse funds should be limited to the usual and customary items of expenditure

(9) The sale of State jewellery during a minority should ordinarily be avoided If such is found absolutely necessary to meet debts, great care should be taken in the selection of the articles to be sold, and the wishes of members of the Ruler's family should be consulted and respected.

Proposals for such sales should be refererd to Government and their sanction obtained before the proposal is carried out.

(10) No State territory or other immovable property should be exchanged, ceded, or sold during a minority.

(11) No permanent rights or privileges should be granted by the minority administration to jagirdars, officials or subjects of the State.

(12) No permanent or long-term commercial concessions or monopolies should ordinarily be granted to individuals or companies. It should, however, be borne in mind that neither individuals nor companies would be willing to sink any considerable capital sum in undertakings for short periods, and in each case, therefore, the rule must be applied cautiously with regard to the best interests of the State concerned, in order that the development of important and valuable industries may not be hindered.

(13) Expenditure on new palaces intended for a Ruler's own use should be avoided. Outlay on public works generally should be undertaken with due regard to economy and limited to necessary works. The expenditure should be so regulated as to come within the ordinary income of the year and to leave a substantial annual balance. Expenditure from surplus and reserve funds should be limited to really productive or protective works and should not be undertaken without careful examination and expert advice.

(14) Communication with the ladies of the palace should be conducted according to the custom of the State. Palace arrangements existing in the time of the late Ruler should not ordinarily be altered, and nothing should be done contrary to *zenana* etiquette and custom.

(15) The education and training of the young Ruler should be conducted on the lines laid down in the report* of the Committee convened to consider

Vide Appendix attached.

the matter As a general rule it is preferable that he should receive his education in India rather than in Europe

(16) Care should be taken to maintain shooting preserves and the necessary establishment for their maintenance, where such exists Shooting rules and restrictions observed in the time of the late Ruler should be strictly enforced

(17) The Political Officer is answerable to the Government of India for the maintenance of these principles The degree of supervision to be exercised by him will depend on the circumstances of each particular case

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APPENDIX TO PARAGRAPH 52

Report of the Committee convened to consider the question of the education and training of Minor Rulers

For purposes of this discussion we have assumed that ruling powers will ordinarily be assumed by the Minor Ruler at the age of 18 years

2 As a diversity of opinion exists as to the desirability of the Minor Prince receiving any portion of his training in Europe, the Committee are not in a position to make any recommendations on the subject

3 Without attempting to draw up a regular curriculum, which can be safely left to those responsible for the scholastic education of the young Prince, we wish to emphasize that his studies should take such form as may best develop his mental faculties, and that it is most essential that he should acquire such a thorough knowledge of the English language as will enable him to talk and read it and express and record his thoughts in that language with facility He must also of course be thoroughly at home in the vernacular of his State

4 Where such vernacular is not that generally spoken in other parts of India a colloquial knowledge of Hindi or Urdu is desirable

5 During the period of his early education the Tutor or Guardian should ordinarily reside

with the minor Ruler and if possible two or three carefully selected companions of his own age should be associated with him. The Guardian should accompany him to College or superintend his education in his State, as the case may be, and while joining in his sports and games, be responsible for the strict bringing up of the Minor. He should also see that those responsible for the moral and religious teaching of the Minor Prince are not neglecting their duties. The Guardian should be in frequent communication with the Minor's mother or whoever stands "in loco parentis" and with his religious teachers, or any others in the State who are in a position to have a say in his bringing up and who are known to have his best interests at heart.

6. Two years before his coming of age or at about the age of 16 the minor Ruler should begin his training in administration work. As a preliminary to his doing this it is essential that he shall be taught the principles of Law (Hindu, Muhammadan, and the most important Acts of the legislature) and be well grounded in the rules in force in his State governing all the important Departments. He should also be conversant with the principles of Budget and State Finance. He should then acquire knowledge of the working of the various Departments of the State, a selected official of the Department concerned attending and explaining the constitution and cost of the Department, and the way the work is carried on. Files of cases dealt with by the Department should then be studied. Under the guidance of his Guardian the young Ruler should make notes of what is shown him and it should rest with the Guardians to keep all important facts focussed before his memory. A number of files already dealt with and settled by the Department concerned can be gone through and the Minor Ruler taught to record the facts and write his decisions or orders on them. Every variety of Revenue, Jagir, and Succession case can be gone through in this manner, as also civil and criminal cases and appeals. The young Ruler should also attend Courts of Law and see how cases are conducted.

7 The Minor Ruler should tour in his State and thus acquire knowledge of localities, and of the people inhabiting them, as also of the local landowners and jagirdars He should be shown in the most practical manner how survey and settlement work is done, how *jamabandi* is carried out, revenue collected and village records kept He can be shown selected fields, and have the cost of production, the value of the crop, the State demand, and the profit left to the cultivator, all explained to him He can study the indebtedness of cultivators and the interest they have to pay, and other economic problems connected with the welfare of the village community He can also be shown the work of District Offices and Tahsils and the tour can be utilized to afford opportunities for the Minor Ruler to acquire facility in replying to addresses

8 While practical training in administrative work is going on, the Minor Prince should also study with his Tutor theoretical problems bearing on such State work He should also study important questions of the day, History, especially of India and his own State, Biographies, English Literature, and healthy books of fiction The study of the system of Parliamentary Government and of the British Government of India, etc, should also claim his attention As the time draws near for the young Ruler to assume ruling powers, he should read up the correspondence between the British Government and the State and between the Ruler and his Ministers, and should study all the Treaties and Agreements between his State and the British Government He should also attend meetings of the Council and take part in their deliberations

9 The physical training including manly sports and games of the Minor Ruler is also of the highest importance and where possible his military training should be carried on in the State side by side with his administrative training

10 Throughout the training of the Minor Ruler times should be fixed for him to meet his relations, and also for him to receive Nobles or others in audience in the presence of his Guardian

11. Ordinarily it is not desirable that young Rulers should be absent from their States during the period of administrative training, except for necessary reasons or for a well-earned holiday.

12. Particular attention should be paid to the selection of a well qualified, conscientious and sympathetic Tutor or Guardian of suitable age. The Minor Ruler's relations or those responsible for his bringing up should nominate the Tutor or Guardian for the approval of the Government of India.

13. In the event of the Minor Ruler being sent to Europe for any part of his education, it is essential that the principles, recorded herein, regarding proper supervision and guardianship, should apply. It is generally desirable, where possible, that the Minor Ruler should be accompanied by one or more relations or Sirdars, who would keep him in touch with the customs and manners of his own people or that such other arrangements as are possible should be made with this object in view.

Cf. Cir. Nos. 1328—1329-G., dated 11th June 1909.

Supply of statistical information by Darbars.

53. In some cases Darbars are invited to supply statistical information for incorporation in statistics of the Empire published for the use of the general public and especially of the commercial community. If the supply of such information is a source of undue trouble to any Darbar, the Political Officer should himself prepare the best estimate possible (declaring it to be such) on such materials as may be available.

Foreign and Political Department Resolution No. 2563-1161-Intl., dated 19th December 1922.

Acquisition by Ruling Princes and Chiefs of residential property in British India.

54. In supersession of previous instructions so far as they relate to the acquisition of residential property by Ruling Princes and Chiefs, their near relatives or the notables of their States the following procedure has been laid down by the Government of India on the subject:—

Acquisition by Ruling Princes and Chiefs of residential property in British India.

I. *Acquisition of residential property in certain towns and hill stations.*—The previous consent of the Government of India or of the Local Government

concerned is required for the acquisition of residential property by Ruling Princes and Chiefs, their near relatives or the notables of their States, in the Presidency towns, Poona and the following hill stations* —

Simla	Mussoorie
Shillong	Landour
Darjeeling	Lansdowne
Pachmarhi	Naini tal
Murree	Bhowali
Dalhousie	Almora
Dharmsala	Ranikhet
Mahableshwar	Any stations in the Nilgiris or Palni Hills
Matheran	

Such consent will, however, be subject in all cases to certain conditions The following will always be required and it is left to the Government of Bombay to impose others in accordance with their previous practice in cases where they are concerned —

(i) No transfer of the property will be effected nor any incumbrance on it created without the previous consent of the Government of India or the Local Government concerned ,

(ii) [illegible] pointed in the [illegible] ty is situated, [illegible] case of need ,

(iii) The property will not be used without the previous consent of the Government of India or the Local Government concerned for purposes other than residential , and

* The Government of India reserve to themselves discretion to a[illegible] to this list as may be necessary

(*iv*) The property where acquired by a Prince or Chief will be acquired as State property and not as personal property.

The Government of India understand that Ruling Princes and Chiefs sometimes find it to their advantage to acquire *benami*. They have no objection to this method of acquisition provided that their previous consent is obtained, and provided also that once the transaction is completed the Ruling Prince or Chief steps into his real position.

The above procedure does not extend to the prevention of the acquisition of residential property by bequest or succession. The question whether the individual beneficiary should be desired to divest himself of his proprietory rights in the property and, if so, in what manner and within what period, will be a matter for decision in each case with reference to the particular circumstances.

II. *Acquisition of residential property in British India in general.*—The Government of India have no objection to the acquisition by Ruling Princes and Chiefs, their near relatives or notables of their States, whether by purchase, mortgage or lease, of immovable property for residential purposes in any part of British India other than the towns and hill stations named above, provided that previous intimation of the intention to acquire such property is given to the Local Government concerned and that conditions (*i*) to (*iv*) of clause I are recognised and accepted.

III. The Government of India are pleased to delegate to the Governments of Madras, Bombay, Bengal, United Provinces, Punjab, Bihar and Orissa, Assam and the Central Provinces the power to approve acquisitions of immovable property for residential purposes within the Province concerned by Rulers, their near relatives and notables of Indian States situated in the Province.

Cf. For. Dept. Circular No. 3917-I.B., dated 7th October 1908.

Acquisition by Ruling Princes and Chiefs of non-residential property in British India.

55. The acquisition of non-residential property in British India by Ruling Princes and Chiefs and Notables of Indian States is ordinarily discouraged. When for special reasons

Addendum to the "Manual of Instructions to Officers of the Political Department of the Government of India".

No 63

Pages 68–69

For paragraph 55 *substitute* the following —

Acquisition of non resident ial property in British India by Ruling Princes and Chiefs

Cf Foreign and Political Department Resolution No F 248 R/32, dated the 22nd September 1933.

55 In supersession of previous instructions so far as they relate to the acquisition of non residential property by Ruling Princes and Chiefs, their near relatives or the notables of their States the following principles have been laid down by the Government of India on the subject —

1 In view of the special position of Ruling Princes and Chiefs, the acquisition by them or their heirs apparent of non residential property in British India should be subject to the following terms and conditions —

In this Resolution (*a*) "non residential property" means any immovable property or interest in immovable property, which is not required for the residence of a Ruling Prince or Chief or his heir apparent

(*b*) "The Local Government concerned" means the Local Government within whose jurisdiction the property is situate

2 (1) A Ruling Prince or Chief or the heir apparent of such Ruling Prince or Chief may acquire non residential property in British India either in his own name or in the name of any other person only with the consent of the Government of India or the Local Government concerned Such consent should ordinarily be obtained before the acquisition, but when this course is impracticable the consent should be obtained within a reasonable time after the acquisition

(2) A Ruling Prince or Chief or the heir apparent of such Ruling Prince or Chief desiring to transfer by way of mortgage any such property in British India should obtain the previous consent of the Government of India or the Local Government concerned

3 (1) Notwithstanding anything hereinbefore contained, a Ruling Prince or Chief may acquire non residential property in British India,—

(*a*) for the purpose of providing for his younger sons or relatives other than the heir apparent,

(*b*) for religious or charitable purposes

An acquisition under this paragraph should be communicated to the Government of India or the Local Government concerned immediately after the completion of the transaction

duties should be made without the further consent of the Government of India.

III. In cases of emergency there is no objection to provisional appointments being made by Ruling Princes and Chiefs, subject to the subsequent consent of Government, which will be asked for as soon as possible.

IV. Subject to clause I above, there is no restriction on the employment in Indian States of Indian pensioners of all classes.

V. The consent of the Government of India will not be required in the case of the temporary engagement of professional people, such as barristers, doctors, nurses, etc., on payment of the usual fees.

2. All Local Governments and Administrations and the Political Officers noted in the margin have the power of sanctioning the employment, in any capacity, of persons described in clause I (*a*) and (*d*), (read with *proviso* 1), in the Indian States under their political control, subject to the understanding that, in each case, before sanction is accorded, full enquiry will be made into the character and antecedents of the person whose services a Darbar may propose to engage. The question of the emoluments to be given in each case is left unreservedly to the discretion of Darbars, and no further sanction is needed for the extension of the period of engagement of any such person.

The Resident at Hyderabad.
The Resident in Mysore.
The Agent to the Governor-General in Central India.
The Agent to the Governor-General in Rajputana.
The Agent to the Governor-General in Baluchistan.
The Agent to the Governor-General in the States of Western India.
The Agent to the Governor-General, Punjab States.
The Agent to the Governor-General, Madras States.
The Resident at Baroda.
The Resident in Kashmir.
The Resident at Gwalior.
The Political Officer in Sikkim.

(File No. 164-P. of 1929.)

M557FD—600—8.10-29—GIPS

sanction is sought to the acquisition of such property, the matter should be referred for the orders of the Govt of India (or of the Local Govt in the case of a Ruling Prince or Chief or Notable in political relations with them desiring to acquire property within the territory* of that Government) It is the usual practice that when in such cases acquisition is approved the Ruler or Notable becomes subject to the ordinary civil courts in respect of the property

(The general policy of the Govt. of India in the matter is at present under revision)

56 The employment by Darbars of persons in the service of Government, Government pensioners, and Europeans (including

Employment by Darbars of Government servants Government pensioners and foreigners

Cf For Dept Resoln No 1958 Est A, dated 26th Aug 1913

Addendum to the ' Manual of Instructions to Officers of the Political Department of the Government of India "

No 61

Pages 69—72 [Para 56 (2)]—

To the list of Political Officers *add* " The Agent to the Governor General for the Gujerat States and " before the words ' The Resident at Baroda' and also *add* at the end of the list *i e* after " the Political Officer in Sikkim ", the following —

" The Agent to the Governor General Eastern States

The Agent to the Governor General for the Deccan States and the Resident at Kolhapur "

(File No 385 P |33)

The Resident in Kashmir

insight may arrange transfers in consultation with the Local Government concerned, but in rules referred to, the

† For and Pol Dept letter No 3345 Est B, dated

sanction of the Government of India is required, applications should, after the preliminary details have been arranged, be submitted by the Local Administration or Political Officer concerned, to the Government of India in the Foreign and Political Department. When an officer's transfer to Foreign Service for a stated term has been sanctioned by the Government of India, any extension of such employment may be sanctioned by the Local Government under whose orders he served prior to his transfer, without further reference to the Government of India, provided that no change is made in the conditions of his employment which would otherwise require the sanction of the Government of India.

No officer lent on Foreign Service conditions to an Indian State will be allowed to retire voluntarily from the British service on pension while remaining in the service of the Indian State.

As regards the employment by Darbars of persons who are in receipt of Government pensions :—

(i) The previous sanction of the Governor-General in Council must be obtained in any case in which the Darbar of an Indian State proposes to employ, for any stated period after his retirement from the service of Government, any member of the Indian Civil Service, or any person who has held an appointment usually reserved for members of the Indian Civil Service. If on the expiry of the stated term it is desired to retain the services of any such person for a further period, the sanction of the Governor-General in Council must be obtained to such extension.

(ii) The employment of Europeans and Indians, who are in receipt of pensions from Government and who do not fall within class (i) described above, is governed by the rules which obtain in the case of Europeans who are not in the service of Government (*cf. following paragraph*); but the enquiry prescribed in that paragraph may be dispensed with if not considered necessary, and no sanction is

required to the employment of Indian pensioners as sepoys menials or in any purely ministerial capacity

(iii) The Local Governments cited in the margin may delegate to Political Officers under their control the power to sanction the employment by Darbars of persons who are in receipt of Government pensions except any member of the Indian Civil Service or any person who has held an appointment usually reserved for members of the Indian Civil Service

The Government of Madras
The Government of Bombay
The Government of Bengal
The Government of the United Provinces
The Government of the Punjab
The Government of Burma
The Government of Bihar and Orissa
The Government of the Central Provinces
The Government of Assam

For and Pol Dept Resolution No 1516 Est B dated 17th Sep 1917

Officials to whom such powers are delegated should satisfy themselves in each case before sanction is accorded that full enquiry has been made into the character and antecedents of the person whose services it is proposed to engage

The consent of the Government of India is necessary to the employment by a Darbar of a retired British officer of the Army as Military Adviser of the State Forces

For and Pol Dept letter No 617 Intl. dated 9th March 1922

All Local Governments and Administrations and the Political Officers named on the margin have the power of sanctioning the employment, in any capacity of persons described in class (c) in the Indian States within their political charge subject to the understanding that in each case before sanction is accorded, full enquiry will be made into the character and antecedents of the person whose services a Darbar may propose to engage The

The Resident at Hyderabad
The Resident in Mysore
The Agent to the Governor-General in Central India
The Agent to the Governor General in Rajputana
The Resident at Baroda
The Resident in Kashmir
* The Resident at Gwalior
* The Agent to the Governor General Punjab States
x The A G G Madras States

* For and Pol. Dept letter No 3345 Est. B dated 1st Dec 1921

question of the emoluments to be given in such cases is left unreservedly to the discretion of Durbars, and no further sanction is needed for the extension of the period of engagement of any such person, provided that no change is made in the nature of his employment.

This regulation applies also to the employment of such persons in Indian States by Companies in which the Darbar concerned is interested.

Cf. For. Dept. Cir. No. 1255-I.B., dated 26th March 1906, and No. 4226-I.B., dated 2nd Dec. 1908.

Restrictions on visits to State territory by British Inspecting Officers.

57. Heads of British Departments and British Inspecting Officers are not authorised to tour in a public capacity in State territory or to criticise officially the administrative arrangements found therein, except with the authority of the head of the Local * Administration, which should be granted only with the special permission of the Darbar concerned. or at their express invitation. In all such cases the greatest care should be exercised in ascertaining that the proposal is not in any way distasteful to the Darbars.

The foregoing rules do not apply to tours or visits undertaken in connection with the business of an Imperial Department which, as such, has establishments of its own within the boundaries of an Indian State. Nor does it apply to :—

(*a*) Any visits, whatever the object, occasioned by some emergency when the delay involved by a reference to the Local Administration would be to the public inconvenience or disadvantage :

(*b*) Visits connected with criminal investigations.

In such instances, it is sufficient if the previous approval of the Political Officer attached to the State is obtained.

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* Including the Residents at Hyderabad and in Mysore, the Agents to the Governor-General in Rajputana, Central India, the Baluchistan and the North-West Frontier Province, the Agents to the Governor General, Punjab and Madras States, and the Residents, Gwalior, Baroda and Kashmir.

CHAPTER VII

Extradition.

Extradition from British India to State territory

58 In all cases of extradition from British India to State territory, Political Officers should be guided by the Extradition Act, 1903, and the Rules framed thereunder The Act and Rules contain provisions for giving effect to extradition treaties where these exist

Rules under the Indian Extradition Act (XV of 1903)

For Dept Notfn No 1862 I A, dated 13th May 1904, No 3472 I C, dated 28th Aug 1908

59 The following are the rules made by the Governor-General in Council in exercise of the powers conferred by the Indian (Foreign Jurisdiction) Order in Council, 1902, and by section 22 of the Indian Extradition Act, 1903 (XV of 1903) —

(1) The Political Agent shall not issue a warrant under section 7 of the Indian Extradition Act 1903 (hereinafter referred to as "the said Act"), in any case which is provided for by Treaty, if the State concerned has expressly stated that it desires to abide by the procedure of the Treaty, nor in any case in which a requisition for surrender has been made by, or on behalf of, the State under section 9 of the said Act

(2) The Political Agent shall not issue a warrant under section 7 of the said Act except on a request preferred to him in writing either by, or by the authority of, the person for the time being administering the Executive Government of the State for which he is a Political Agent, or by any Court within such State which has been specified in this behalf by the Governor General in Council, or by the Governor of Madras or Bombay in Council, as the case may be, by notification in the official "Gazette"

(3) If the accused person is a British subject, the Political Agent shall, before issuing a warrant under section 7 of the said Act

consider whether he ought not to certify the case as one suitable for trial in British India, and he shall, instead of issuing such a warrant, so certify the case, if he is satisfied that the interests of justice and the convenience of witnesses can be better served by the trial being held in British India.

Cf. For. Dept. Notifn. No. 823-D., dated 25th March 1913.

(4) The Political Agent shall, in all cases before issuing a warrant under section 7 of the said Act, satisfy himself by preliminary enquiry that there is a *prima facie* case against the accused person.

(5) The Political Agent shall, before issuing a warrant under section 7 of the said Act, decide whether the warrant shall provide for the delivery of the accused persons—

(*a*) To the Political Agent or to a British officer subordinate to the Political Agent with a view to his trial by the Political Agent, or

(*b*) To an authority of the State with a view to his trial by the State Courts.

Before coming to a decision the Political Agent shall take the following matters into consideration :—

(*i*) The nature of the offence charged ;

(*ii*) The delay and trouble involved in bringing the accused person before himself ;

(*iii*) The judicial qualifications of the Courts of the State ;

(*iv*) Whether the accused person is a British subject or not, and if he is a British (other than European British) subject whether the Courts of the State, either by custom or by recognition, try such British subjects surrendered to them ; and

(*v*) Whether the Courts of the State have, by custom or by recognition, power to inflict the punishment which may be inflicted under the Indian Penal Code for an

offence similar to that with which the accused person is charged

(6) Notwithstanding anything in rule 5, the Political Agent shall make the warrant provide for the delivery of the accused persons to himself (or to an officer sub ordinate to himself), or to an authority of the State concerned, as the case may be, if he is generally or specially instructed by the Governor General in Council to try an accused person himself or to make him over for trial to the proper Court of such State

(7) In the case of an accused person made over for trial to the Court of the State the Political Agent shall satisfy himself that the accused receives a fair trial and that the punishment inflicted on conviction is not excessive or barbarous, and, if he is not so satisfied, he shall demand the restoration of the prisoner to his custody, pending the orders of the Governor General in Council

(8) Accused persons arrested in British India on warrants issued under section 7 or sec tion 9 of the said Act shall be treated as far as possible in the same way as persons under trial in British India

(9) A person sentenced to imprisonment by a Political Agent shall, if a British subject, be conveyed to the most convenient prison under British administration, and shall there be dealt with as though he had been sentenced under the local law,

Provided always that this rule shall not be construed so as to give such person any right of appeal other than that allowed by the rules for the time being in force for regulating appeals from the decisions of the Political Agent

(10) Nothing in these rules shall be held to apply to areas in Indian States under British jurisdiction, in which the Code of Criminal Procedure, 1898 (Act V of 1898), is in force.

Cf. For. Dept. Cir. No. 2329-2330-I.C., dated 22nd June 1907.

Application by Indian States for surrender in case of non-scheduled offences.

60. While section 7 of the Indian Extradition Act authorises a Political Agent to issue his warrant only in respect of an offence described in the First Schedule to the Act there is no such limitation to proceedings under section 9 of the Act. When a Darbar makes an application for the surrender of a criminal, it does not necessarily distinguish between an application for the issue of a warrant under section 7 and for surrender under section 9 of the Act. Action under the latter section should not be taken unless it is specifically pressed for. Accordingly, when the application is for the surrender of a person accused of a non-extradition offence, the Political Officer receiving the requisition should first point out that the issue of a warrant under section 7 of the Act is impracticable. Should the Darbar notwithstanding express a desire to proceed by way of section 9, the Political Agent should forward the requisition for the orders of the Local Government having jurisdiction over the place where the offender is supposed to be, or in special cases, if the Darbar so desire, for the orders of the Government of India. In order to assist the Government concerned in arriving at a decision he should further submit with the requisition a report on the circumstances of the case and his own recommendation as to whether the Darbar's request should be granted or refused.

Arrest of absconding offenders in British India in advance of proceedings under Act XV of 1903.

61. Under section 54 (seventhly) of the Code of Criminal Procedure any Police Officer may arrest without warrant any person who has been concerned in, or against whom a reasonable complaint has been made or credible information has been received or a reasonable suspicion exists of his having been concerned in, any act committed at any place out of British India which,

if committed in British India, would have been punishable as an offence, and for which he is, under any law relating to extradition or under the Fugitive Offenders Act, 1881, or otherwise, liable to be apprehended or detained in custody in British India

It is open to Political Officers at their discretion to take steps by telegraph or otherwise to secure the arrest of offenders under these powers in advance of the issue of a formal warrant under section 7 of the Indian Extradition Act, 1903

Extradition from State territory to British India

62 The Indian Extradition Act and the Rules thereunder have, as such, no application to extradition *from* State territory. But subject to exceptions based on local customs, applications to a Darbar for extradition should ordinarily be restricted to, and may ordinarily include, cases in which the alleged offence is one constituting an extradition offence under treaty with the State concerned or within the meaning of the British Indian Act, though in special cases a Political Officer, when moved thereto, may at his discretion request extradition for any other offence in the same way as it is open to a Darbar to do so under section 9 of the British Indian Act in the converse case

(i) It should not be forgotten in the case of States having extradition treaties, that though neither party to a treaty may do less than is enjoined thereby, either party may do more The Schedule to the Indian Extradition Act is more extended than that annexed to most of the extradition treaties with Darbars and thus places the Political Agent in a position to procure for a Darbar extradition from British India in respect of offences not included in the treaty with the particular Darbar Where a Darbar avails itself of the extended facilities thus provided by the British Indian Act, there is no need for hesitation in forwarding to it applications for extradition in respect of any offence included in the Schedule to the Act though it may not appear in that annexed to the treaty.

Cf. For. Dept. letter to the Agent to the Govr.-Genl. in Central India, No. 3087-I., dated 9th Sept. 1885, and For. Dept. Cir. to other Local Administrations, No. 2332-I., dated 11th June 1889.

Application for extradition in case of desertion from the Imperial Army.

63. The offence of desertion from the Imperial Army is one in respect of which application for surrender should be made in all cases.

Cf. For. Dept. Cir. No. 3323-I.A., dated 2nd Sept. 1901.

Application for surrender when the offender is undergoing imprisonment in State territory.

64. The fact that an accused person is undergoing a sentence of imprisonment in State territory need not necessarily constitute an objection to application for his surrender by the Darbar, should the public interest appear to justify it and if there are no political difficulties involved. In deciding whether an application should or should not be made for surrender in such cases Political Officers should be guided by the particular circumstances, regard being had to the nature of the offence for which the offender is undergoing imprisonment in the Indian State, the nature of the offence for which surrender is sought, and the probability or otherwise of his being convicted for such offence.

Procedure on receipt by Political Officer of an application for extradition.

65. When a Political Officer receives from a proper authority in British India a requisition for the extradition of an alleged offender supposed to have taken refuge in State territory, he should first see that the requisition is accompanied by *primâ facie* evidence recorded on oath by a Magistrate and that the alleged offence is one for which extradition may properly be asked, having regard to the principles stated in the preceding paragraphs. If in his opinion both these conditions are satisfied, he should transmit the application and its accompaniments to the Darbar. If he finds that the *primâ facie* evidence has been omitted or has not been recorded in due form or that the offence is one for which it is not incumbent on the Darbar under treaty or otherwise to grant extradition and in respect of which

it would be unadvisable to request surrender as a matter of comity, then he should return the requisition to the authority in British India with a statement of his reasons for non compliance

Application for arrest prior to formal application for extradition

66 When a Political Officer receives from a proper authority in British India a mere application for arrest accompanied by a statement of the information on which the request is made, the request should ordinarily be transmitted to the Darbar, the British Indian [illegible]

the event of undue delay in the arrival of such formal application, Political Officers should bear in mind that the ordinary limit of detention in similar cases in British India is two months [*vide* section 10 (3) of the Indian Extradition Act, 1903]

Interstatal extradition

Cf For Dept letter to Agent to the Govr Genl in Central India No 324 I dated 9th Feb 1883

67 In some cases special arrangements have been made to regulate interstatal extradition Where no such arrangement exists all that one Darbar can reasonably demand from another and all that the Paramount Power can be expected to assist in obtaining, is such co operation as may be consistent with the principles of comity applied with due regard to the particular circumstances of the two States concerned Applications for interstatal extradition should ordinarily be accompanied by *primâ facie* evidence of the offence charged, whether the accused be a subject of the State asking extradition or not

Attitude of Political Officers in regard to interstatal extradition

68 As regards the part which Political Officers should take in negotiations for interstatal extradition, no absolute rule can be laid down But ordinarily Political Officers when transmitting such applications for extradition should observe a neutral attitude and should be careful not to carry intervention further than is

really necessary. As a general rule, they should refrain from certifying a suspected offender to be *primâ facie* guilty, and should merely transmit a statement of the case with the application for surrender after seeing that there is nothing repugnant to justice or public policy in the application. Cases may occur in which a Political Officer at his discretion may give his *imprimatur* to an application for extradition, but any reasonable request for further information by the State from which extradition is demanded should invariably be supported.

CHAPTER VIII.

Certain matters affecting the administration of justice.

Jurisdiction over European British subjects in State territory

69 All European British subjects are liable to Courts of British India for offences against British Indian law committed by them in Indian States, and the exercise of criminal jurisdiction over such persons by Indian States is subject to the control of the Government of India

Jurisdiction over Europeans and Americans in State territory

70 Europeans and Americans not being British subjects are in a different position from European British subjects in that they are not liable to the Courts of British India for offences committed in Indian State territory But the exercise of criminal jurisdiction over such persons by Indian States is none the less subject to the control of the Government of India Except in cases which can properly be disposed of under arrangements already approved, the orders of the Government of India should be taken in each case as to the procedure proposed

Jurisdiction over Indian British subjects in State territory

71 By the law of British India all Indian subjects of His Majesty and all servants of the King, whether British subjects or not, are amenable to British Indian jurisdiction for crime committed in the territories of an Indian State The extent to which this jurisdiction should be exercised must depend on treaties, engagements, local practice, the conditions of each State and the circumstances of each case Where jurisdiction is left with the Darbar Courts, there is a right of representation to the Political Agent, who should not however interfere save in special circumstances.

Jurisdiction over Indian officers and soldiers of the Indian Army in State territory

72 The following rules relate to jurisdiction by Indian States over Indian officers and soldiers of the Indian Army.

Cf. For. Dept. Cir. Nos. 2125-2126-I., dated 26th May 1892.
Letter to Resident at Hyderabad No. 1935-I., dated 9th June 1894.
Cir. No. 3357-I. A., dated 9th Sept. 1904.
No. 3417-I.B., dated 16th Aug. 1906.
Letter to Resident at Hyderabad No. 1110-I.B., dated 23rd March 1907.

Except where further jurisdiction may be specially conceded, the exercise of criminal jurisdiction by the Courts of Indian States over Indian officers and soldiers of the Indian Army is limited to the case of such an officer or soldier who, while on leave in the State, commits an offence which renders him subject to arrest or who, while on leave in the State, is arrested for an offence committed by him in the State on some previous occasion whether during leave or otherwise, provided that it be not one which was committed while on duty and in respect of which he has been tried and either acquitted or punished by the British authorities.

An Indian officer or soldier of the Indian Army who, otherwise than while on leave, commits any kind of offence within the territories of an Indian State is not amenable to the jurisdiction of the State Courts except with the consent of the Government of India.

When, however, such an officer or soldier while not on leave, commits within an Indian State an offence in respect of which he is liable by the law of the State to arrest, he may be arrested by State authority, provided that the circumstances are not such as to allow of immediate arrest by the military authorities. But the offender in such case should be handed over forthwith to the nearest military authority.

F. and P. Dept. letter to the A. G. G., Punjab States, No. 2522-934-Int., dated 13th Dec. 1922.

The rule applies to all soldiers of the Indian Army, whether they are or are not British Indian subjects.

Should the Political Officer for the State consider it desirable, for any special reason, that the offender should be tried by the Darbar Courts, he may request the military authorities either to deliver the accused to the Darbar for trial or to postpone proceedings pending a reference to the Governor-General in Council. The military authorities, on receiving such a request should either deliver over the offender or forthwith refer the question as to the Court before which the proceedings are to be instituted for the decision of the Governor-General in Council.

In order to promote the ends of justice and to meet the convenience of Darbar officials or subjects whose attendance may be necessary at the trial of an Indian officer or soldier of the Indian Army who may have committed an offence within the territories of an Indian State the military authorities will arrange that in such cases, whenever the exigencies of military service permit the offender shall be tried at the cantonment nearest to the place where the offence was committed

Criminal proceedings against enrolled and attested followers of His Majesty's Army

73 In order that the military authorities may have early and accurate information of criminal proceedings taken in Indian States against Indian officers, Indian soldiers, and enrolled and attested followers of His Majesty's Army, arrangements should be made, whenever any one of the above is arrested under the orders of any Court of an Indian State, to secure the supply of prompt information to the military authorities A further report should follow in the event of such arrest resulting in imprisonment

Cf For Deptl Cir No 1779 I.A., dated 28th June 1898 For Dep. Cir. No 681 I.B, dated 7th April 1910.

Attendance of British subjects as witnesses before Darbar Courts and issue of commissions for the examination of such witnesses

74 No provision of law exists by which the attendance of British subjects can be enforced for the purpose of giving evidence before a Darbar Court If the evidence of such persons is wanted by any such Court, they may be invited to attend at the time and place fixed, but if they fail to do so the only course left is for the Court to get their evidence taken on commission As regards the issue of commissions in civil cases, reference should be made to Part III of the Code of Civil Procedure 1908, in respect of commissions issued by Criminal Courts outside British India, reference should be made to section 21 of the Indian Extradition Act 1903

Commissions issued by Courts in British India for examination of witnesses in State territory

75 For the converse case of commissions issued by Courts in British India for the examination of witnesses in Indian State

territory, reference should be made to the Code of Civil Procedure, 1908, Order XXVI, and to Chapter XL of the Code of Criminal Procedure, 1898.

Cf. For. Dept. Cir. No. 25-I.A., dated 3rd Jan. 1902.

In executing commissions received under section 503 of the Code of Criminal Procedure, 1898, Political officers should be careful to observe the provisions of the law strictly and should note *inter alia* that though the law authorises delegation to a subordinate officer invested with powers not less than those exercised by a Magistrate of the first class in British India, there is no authority for making over the commission for execution by a Magistrate subordinate to a Durbar; secondly, that the evidence should be recorded in the manner prescribed by Chapter XXV of the Code of Criminal Procedure, 1898, for the hearing of warrant cases.

Execution of decrees.

76. Section 44 of the Code of Civil Procedure, 1908, provides for the execution in British India of the decrees of certain Civil or Revenue Courts situate in the territories of an Indian State, as if they had been passed by the Courts of British India.

Where Courts of Indian States are notified under this section, it is the practice for the State concerned to reciprocate in the execution of decrees of British Courts.

Where a decree has been passed by an Indian State Court not notified under section 44 of the Code, it is open to the decree-holder to seek a fresh decree in a British Court on the basis of the decree of the Indian State Court. Reference may be made in this connection to sections 13 and 14 of the Code of Civil Procedure, 1908. Conversely, in any case in which an Indian State Court is not prepared to execute a British Indian decree as such, it is open to the holder of such a decree to seek a fresh decree in the Indian State Court on the basis of the British Indian decree.

Save in very exceptional circumstances Political Officers should not lend their official support in any way to such applications.

Suits against Ruling Princes and Chiefs.

77. Permission to sue a Ruling Prince or Chief in the Courts of British India can only be given under

the conditions stated in section 86 of the Code of Civil Procedure, 1908 Save only in very exceptional circumstances, Political Officers should decline to make representations to a Darbar on behalf of any person having a pecuniary claim against a Ruling Prince or Chief

78 The Code of Civil Procedure makes provision in Order V for the service in certain cases in Indian States of summonses issued by Civil Courts in British India

Service in State territory of summonses issued by Civil Courts in British India

79 By sections 15 and 18 of the Prisoners Act 1900, officers in charge of prisons outside the Presidency towns are authorised to give effect to certain sentences passed by certain specified Courts or tribunals in the territories of Indian States

Confinement in British gaols of certain prisoners from State territory

80 Subject to such special exceptions as may be authorised by the Government of India on the ground of the poverty of a particular State or for other sufficient cause, when a prisoner is convicted by a British officer, or by a Court of which a British officer is one of the presiding Judges, of an offence or offences committed within the jurisdiction of an Indian State the charge for his maintenance, if he is sentenced to imprisonment and undergoes such sentence in a British gaol, shall be borne by the State in which the offence was committed

Cost of maintenance in British gaols of certain prisoners from State territory

Cf For Dept Resoln No 3384 I, dated 10th Oct 1890

Exception—No claim will be made upon an Indian State for the maintenance of a prisoner convicted of an offence or offences within its jurisdiction, when such prisoner is a British subject for whose trial in British territory a Political Officer has given a certificate under section 188 of the Code of Criminal Procedure, 1898, or is a Government servant who has committed an offence in respect of his duties as such and in his official capacity

Note—When a concurrent sentence is passed for two or more offences committed within the jurisdic-

tion of different Indian States, the liability for the prisoner's maintenance will ordinarily rest with that State within whose jurisdiction the first in date of such offences was committed. But it will be within the discretion of the Court passing the sentence in any particular case, for special and sufficient cause to be recorded in writing, to charge the whole or any part of the cost of the prisoner's maintenance to any State within whose jurisdiction an offence other than the first offence of which he has been convicted, has been committed.

When a prisoner is separately sentenced for two or more offences committed within the jurisdiction of different Indian States, the liability for his maintenance will follow the ordinary rules.

Home Dept. Circular No. 182, dated 27th May 1918, and For. & Pol. Dept. circular endt. No. 1175-Est.A., dated 1st June 1918.

(Giving of professional opinion or evidence in court by medical officers.)

81. The following instructions are for the guidance of medical officers:—

(*i*) If a medical officer in Government employ is approached by a private party with a view to giving expert evidence in a case in which he has not been professionally engaged, he shall, if it be a matter that is, or is likely to be, in issue in criminal proceedings, or if it be a civil suit to which Government is a party, refuse to give any opinion, and shall confine himself to informing the private party that he will be prepared to give evidence provided that a summons is sent to him from the court concerned.

(*ii*) If in the circumstances contemplated by sub-paragraph (*i*) he receives a summons to attend a court he shall, without delay, intimate the fact to the principal local medical authority ; or where he himself occupies that position, to the local political authority.

(*iii*) If he gives expert evidence in any criminal case or in any civil suit in which Government is interested, and in which he has not been summoned at the instance of the Crown, he shall report the fact to the officer mentioned in clause (*ii*) above and furnish him with a statement of all fees and expenses and all other remuneration which he has received in respect of the matter, including therein all fees paid for a preliminary opinion.

CHAPTER IX.

The Armed Forces of Indian States.

Returns of armed forces of Indian States

82. The Government of India require an annual return to be submitted by the 15th February of each year showing the military forces of each Indian State in the form given in Appendix V. The figures in this return should be tabulated by Political Officers on the basis of information which it is the practice for Darbars to supply, and Political Officers should report, as far as from their own observation they are able to do so, upon the value of the troops entered in the returns (other than the troops shewn in the Indian State Forces Army List) and the nature and condition of their arms and equipment.

Cf. For. Dept. Cir. No. 119-P., dated 15th Jan. 1878.
No 3030-I, dated 26th July 1886
No. 2451-I, dated 14th July 1893.
No 369-I., dated 25th Jan. 1896.
No. 3201-I. A., dated 29th Aug. 1904.
No. 114-I.A., dated 9th Jan. 1905.
No. 3665-I.A., dated 8th Sept. 1905.
No. 873-872-I., dated 31st May 1923.

In classifying guns as serviceable or unserviceable for the purposes of this return, the criterion should be whether or not they are capable of firing shot.

The return should be submitted through the usual channel and a copy of it should be forwarded direct to the Chief of the Staff at the same time as the original is sent to the Foreign and Political Department.

Supply of ordnance stores to Indian States

83. Ordnance stores required by Indian States should be obtained* through the Government of India and such stores procured in this way are† exempted from customs dues. Any request to obtain such stores otherwise should be referred for the orders of the Government of India.

* Cf For Dept. Cir Nos 2105-2107 I.C., dated 8th June 1907.
For. & Pol Dept. Cir. No. 1408-I., dated 8th Apl 1924.
† Cf. For. Dept. Cir. No. 3692-I.A., dated 11th Sept. 1905.

84. Arms of precision or rapid fire are not ordinarily supplied to the military forces of Indian States except when they have been re-organised in accordance with the scheme sanctioned‡ in January 1921. The armament of the police of Indian States with ·303 single loading rifles is permitted§ on a scale which is fixed on the merits of each case. In most States the police are armed with smooth bore weapons.

‡ For. & Pol. Dept. Cir. No. 42—44. I.B., dated 5th Jan. 1921.
§ For. & Pol Dept. Cir. No. 1034—104. Int., dated 8th May 22.

For. & Pol Dept. Cir. No. 691—104-I., dated 30th April 1923.

The return to arsenal of old arms which are of little or no effective value is not ordinarily required. When applications for the re-armament of the irregular forces and police with ·303 rifles or other weapons are forwarded, the types of arms in the possession of the State and the date of their purchase or supply should be reported to enable a decision to be arrived at as to whether the return to arsenal by the State of a corresponding number of old weapons will be necessary.

Army Dept. letter to the Chief of the Genl. Staff No. 13677-I. (C. G. S.—M. O.-1), dated 18th September 1922.

States are allowed the scrap value for all old guns (ordnance), whether originally supplied by Government or not, which are returned to arsenal in exchange for new guns supplied by Government, provided such scrap value does not exceed the value of the equipment issued.

Cf. For. Dept. Cir. No. 3588-I.B., dated 5th Sept. 1905.
For. & Pol. Cir. No. 1034—104-Int. dated 8th May 1922.
For. Dept. Cir. letter No. 4976-I.A., dated the 17th Dec. 1906.
For. Dept. Cir. No. 2080-I.A., dated the 26th Oct. 1910.
For. and Pol. Dept. Cir. No. 2334-I.B., dated the 26th July 1918.
For. and Pol. Dept. Cir. No. 2235-2236-I.B., dated the 26th April 1919.

Indents for ammunition required by Indian States for ·303 single loading rifles, smooth-bore and muzzle loading rifled arms and pistols may be forwarded by Political Officers direct to the arsenal, which serves the military station nearest to the point at which the ammunition is required, subject in the case of ball ammunition to a limit of forty rounds *per annum* for each small arm, and of thirty rounds for each pistol *per annum*, and without limit in the case of buckshot and blank ammunition. The same procedure also holds in respect of blank ammunition for smooth-bore cannon.

The Political Officer before forwarding the indent should satisfy himself that the blank ammunition to be replaced has been actually or nearly expended.

Cf. For. Dept. Cir. No. 1705-I.A., dated 24th Aug. 1910.

The fresh supply of ball ammunition for small arms is conditional on the return to the arsenal of an equal number of fired cases, but this condition

may be relaxed at the outset by Political Officers on the understanding that when the system has become generally understood the rule will only be relaxed in special cases

For & Pol Cir No 1034—104-Int, dated 8th May 1922

84 The authority for the issue of small arms to an Indian State is sufficient authority for their repair, on payment, either—

Repair of arms of Indian States

Army Dept No 970 D, dated 16th April 1910

(*a*) By recall to the arsenal for repair and replacement of all unserviceable or lost components, or

(*b*) If the repair is undertaken by the State itself, by the issue of components as necessary to replace unserviceable or damaged parts

In the case of the latter the more important of the unserviceable components should be returned to the arsenal and the issue of components in replacement of unserviceable, lost or damaged ones should be made on indents submitted through the Political Agent

85 All applications for arms, ammunition and ordnance stores for Indian States should state the degree of urgency, the address of the consignee, the route to be adopted, and whether they should be despatched by passenger or goods train Similar information should also be included in all demands preferred to Arsenals direct

Details to be supplied when applying for arms ammunition and ordnance stores for Indian States

Cf For Dept Cir letter No 818-I A, dated 25th April 1911, No D 2304 I, dated 6th December 1923

86 Annual returns are required by the Government of India of arms and ammunition imported into Indian States under licenses issued during the year whether by Political Officers or by any other competent authority The return should be made in the form given in Appendix IV and

Returns of arms and ammunition imported into State territory

Cf For Dept, Cir No 3762 I dated 6th Nov 1885
No 148 I, dated 14th Jan 1886
No 3501 I, dated 28th Sept. 1886
No 505 I, dated 6th Sept. 1889
No. 242 I, dated 18th Jan 1892
No 3635 I A, dated 19th Jule

1897.
No. 39 2-I.A., dated 6th Sept. 1900.
Nos. 1711-1757-I.A., dated 12th May 1905.
No. 3588-I.B., dated 5th Sept. 1905.

should show arms and ammunition of all kinds including those supplied from Government arsenals, distinguishing wherever possible between consignments intended for the Ruling Prince or Chief and other exports. It should be prepared for the year ending 31st December, and should be submitted through the usual channel so as to reach the Foreign and Political Department not later than the 1st April following.

Indian Arms Act as affecting State territory.

87. In respect of all transactions involving the importation of arms, ammunition, or the machinery for their manufacture into British India or their exportation thence into an Indian State, it is necessary to comply with the provisions of the law of British India on the subject as contained in the Indian Arms Act, 1878, and the rules issued thereunder. The latter are from time to time published in consolidated form as amended up to date. Copies of this publication may be had on application to the Superintendent of Government Printing, India, Calcutta.

For the law applicable to British administered areas in Indian States, reference should be made to

No. 38.

Page 60. For paragraph 88 substitute the following :—

Conditions for the export of arms and ammunition to Indian States.

88. Licences for the export of arms and ammunition into Indian States, or certificates of consent to the issue of such licences, should not be issued by Political Officers for persons other than those mentioned in the provisos to Rule 39(1) of the Indian Arms Rules, 1924, unless with the general or special concurrence of the Darbars concerned. This rule is not however intended to interfere with any special local procedure that may be in force in any State.

Cf. Foreign and Political Department, Circular, No. 664-919-G., dated the 21st February, 1923.

dated ... 1910, forwarding C. and I. Dept. letter No. 2609-2613-5., dated 7th April 1910.

Refund or remission of differential duty on arms in certain cases.

89. The provisos to Schedule II of the Indian Tariff Act, 1894 (VIII of 1894), provide for a refund or remission, as the

case may be, of the differential duty on arms imported, or purchased retail from the importer, in reasonable quantities for his own private use "by any person lawfully entitled to possess the same" Applications for the refund of differential duty on arms (other than military arms) sold or presented to persons residing out of British India are dealt with by the Collector of Customs at the port of importation subject to the conditions stated below, *viz* —

(*a*) In the case of arms purchased by or on behaf of Ruling Princes and Chiefs and others non British subjects residing out of British India a refund of differential duty may be granted provided (*i*) the application for the refund claimed is accompanied by a courtesy certificate granted by the Political Officer or other local authority concerned, according as the refund is recommended on political or other grounds, (*ii*) the arms purchased are in reasonable quantity, and (*iii*) the arms are for the personal use of the purchaser or the individual for whom the purchase is made

(*b*) Refunds of differential duty may also be granted on arms purchased by or on behalf of natural born or naturalized subjects of His Majesty resident in Indian States, Foreign Settlements, tribal or administered areas and States bordering on the Indian Frontier, who would in British India, be lawfully entitled to possess arms, provided always that the arms are intended for the personal use of the purchaser or of another British subject who, in British India, would be lawfully entitled to possess arms If the purchaser or the person for whom the purchase is made is a European and no doubt exists as to his identity, no courtesy certificate is required In all other cases, *i e*, those where the pur-

chaser or the person for whom the purchase is made is either a European whose identity is at all doubtful, or a non-European, a reference should be made to, and no refund granted except on the recommendation of, the local Political authority.

(*c*) All cases which do not fall within the scope of the instructions in (*a*) and (*b*) above, but in which the grant of a refund of differential duty is recommended for any special reasons, should be submitted for the orders of the Government of India in the Commerce and Industry Department through the Local Government or Local Administration concerned.

As regards the courtesy certificates referred to in (*a*) and (*b*) above, Political Officers to whom applications for such certificates may be made should be careful not to grant certificates except in cases which are covered by the above orders. The ground on which a refund is recommended (*i.e.*, either that the purchaser of the arms is a British subject who would be entitled to possess the arms in British India or that he is a Ruling Prince or Chief or Notable to whom it is desirable that the concession should be made as a matter of courtesy) should be entered in the certificate, and the certificate should also indicate whether the weapons specified in it are for the personal use of the purchaser or for other purpose.

Desp. to Secy. of State, No. 62-Intl., dated 24th June 1920.
Desp. from Secy. of State, No. 16, dated 18th Nov. 1920.

Change in strength or armament of Indian State Forces.

90. Any proposal to make a material change in the numerical strength or armament of Indian State Forces reorganised under the new scheme should be reported through the usual channel to the Government of India.

Relations of Military Advisers of Indian State Forces with Darbars and political authorities.

91. The following rules have been prescribed to regulate the relations of Military Advisers with the Darbars of Indian States and with the political authorities.

Military Advisers are not permitted to command the troops of Indian States but only to instruct and supervise. They are not ordinarily allowed to reside permanently in any single State.

They should never lose sight of the fact that the State Forces belong to the Indian States, and that the best results are likely to be attained when the Ruling Princes and Chiefs exercise a real authority over them, utilise them in every possible way within their States, and take a direct interest and pride in them. They should further bear in mind that it is to the Ruling Prince or Chief that the troops and subjects of each State should look for appointments and promotions, and that where the custom of an Indian State leads to special consideration of family considerations and social position, the moral influence of men selected on such grounds may be expected to counterbalance a want of professional knowledge

Cf. For. Dept. Resoln No. 3197-I., dated 10th Aug. 1889.

For Dept letter to A G.-G., Rajputana, No. 2045-I., dated 19th June 1890.

For. Dept letters to A G.-G., Central India, and to Resident in Mysore, Nos. 2499-2500, dated 29th July 1890.

For. Dept. letter to I. G., I. S. Troops, No. 46-I.B, dated 6th Jan. 1897.

They should be scrupulously careful to act in all matters in communication and accord with the Local Governments and political authorities.

They should not write direct to a Darbar to give advice. If they wish to urge any point which cannot be dealt with by means of a verbal communication, the matter should be referred to the political authorities. This prohibition does not, however, preclude Military Advisers from sending to the Darbar official concerned memoranda on points of drill, discipline and the like, the reference of which to the political authorities would cause unnecessary delay and rigidity.

All important matters regarding the organisation or movements of Indian State Forces, or regarding any matter affecting any member of the family of a Ruling Prince or Chief who may be serving as an officer in any of the Indian State Forces, should be referred to the political authorities. But matters of purely military detail, such as applications for the instruction of classes in British India, applications for the deputation of drill or musketry instructors to Indian States, requisitions for stores for the use of the Indian State Forces may be referred direct

Cf. For. Dept. Cir. No. 2563-I., dated 23rd June 1892.

to the Military Adviser-in-Chief or prescribed departmental authority, the political authorities being simultaneously informed of the action taken.

For. & Pol. Dept. Notifications: No

92. The units of the Indian State Forces desertion

No. 34.

Page 94—

The following shall be substituted for paragraph 92 :—

Desertion from Indian State Forces.

92. The units of the Indian State Forces desertion from which is an extradition offence under the first schedule to the Indian Extradition Act, 1903, are indicated in the notification cited below as amended.

Foreign and Political Department Notification, No. 405-I., dated the 20th June 1928.

[File No. 26-Internal of 1924.

... ...-I., dated 20th May 1924. No. 416-I., dated 26th August 1924, No. 450-I., dated 23rd September 1924.

Cf., For. Dept. Circs., No. 3365-I., dated 9th Oct. 1890 and No. 2126-I., dated 26th May 1892.

Desertion from the ordinary forces of Indian States.

93. In the case of desertion from the ordinary forces of an Indian State it is the rule that in the event of such a deserter enlisting in British service he is discharged as soon as the fact of his desertion is made known.

For. & Pol. Dept. Cir. letter No. 238-I.B., dated the 13th February 1914.

Possession of aircraft by Indian States.

94. The Government of India do not desire to place any obstacle in the way of the purchase of aircraft by Ruling Princes and Chiefs or their subjects, and their previous sanction to such purchase is not necessary; but the fact of purchase, together with full particulars of the make, size and construction of the aircraft (as indicated in Form I prescribed under rule 5 of the Indian Airships Act, XVII of 1911) should be reported for the information of the Government of India as it is essential for Government to have full information of the resources of the country in this respect.

CHAPTER X.

Certain matters affecting the Army in India.

95. No Political Officer may require troops to move into an Indian State

Requisition by Political Officers

Cf For. Dept. Cir. No. 3152, dated

No. 50.

Page 95—

The following shall be inserted after par graph 95 :—

95-A. No Political Officer should make a requisition for Provincial Police to quell disturbances in Indian States in direct relations with the Government of India except to meet emergent situations for which no other forces are immediately available Such requests should, whenever possible, be made thro gh the Government of India and not direct to the Provincial Government concerned (*Cf.* G. of I., F. & P. D partment letter No F-184-P, dated the 30th March 1931).

Requisition by Political Officers for Provincial Police to quell disturbances in Indian States in direct relations with the Government of India

that an officer of Government has anticipated their sanction, an immediate report of the fact should be made by telegraph to the Government of India in the Foreign and Political Department. When troops are moved into an Indian State for the suppression of internal disturbances or other emergency, the Political Officer should inform the Magistrate and Superintendent of Police of any adjoining British Districts confidentially of the orders issued and the reasons for them.

96. The Army Regulations, India, (*vide* Appendix No. VIII) require Commanding Officers to give due notice to the political authorities of the intended march of troops through any Indian State, and to furnish them with information as to the probable date of arrival within their respective jurisdictions, the strength of the corps, the proposed halting places, and the intended date of arrival at each camp. Commanding Officers are also directed to request the political authorities to arrange for the deputation of a Darbar official to accompany the troops. It is the duty of Political Officers to

Aid to troops on the march

Cf For Dept. Cir. Nos. 3165-3170-I., dated 12th August 1892.

CHAPTER XI.

Appointment, Leave, etc., of Political Officers. Use of State Houses, Conveyances, etc.

99. Appointments to the Political Department of the Government of India are made from both European and Indian members of the Indian Civil Service and officers of the Indian Army holding the King's Commission; and also, in cases of exceptional merit, Indian members of the Provincial Civil Service.

The rules regulating the admission of officers of the Indian Civil Service and the Indian Army are reproduced in Appendix XII. In the case of members of the Provincial Civil Service application should be made in the form prescribed for members of the Indian Civil Service, but the Government of India desire to receive, in addition, full information of the services rendered by candidates of the Provincial Service which are held to be exceptionally meritorious.

The rule in respect of marriage is not enforced in the case of Indian candidates for the Political Department.

Cf. For. Dept. Cir. No. 1091-G., dated 25th June 1901, and No. 1505-Est. A., dated 11th May 1909.

Notice of intended application for leave.

100. All officers corresponding directly with the Foreign and Political Department are required to report by the 1st January and the 1st July of every year whether they or any of the Officers (Political or Medical) serving under them contemplate applying for leave during the following half-year.

Cf. For. Dept. Cir. No. 1613-Est. A., dated 10th June 1921.

Rules as to leave applications.

101. All applications for leave should be sent through the Audit Officer concerned, who will report upon the applicant's title to leave.

Applications for leave should not, except in case of real emergency, be made by telegram.

Every officer proceeding on leave out of India should :—

(*a*) before embarkation, inform the Accountant General, Central Revenues, and the Foreign and Political Department of

No 15

Pages 98—99 —The following shall be substituted for paragraphs 100, 101 and 102

**Rules of procedure to be followed by Gazetted officers serving under the Government of India in the Foreign and Political Department when submitting applications for leave or when proceeding on or returning from, leave out of India*

1 All officers and Administrations corresponding direct with the Foreign and Political Department are addressed twice annually (usually in March and September) with a request to report whether they or any of the officers (Political or Medical) serving under them contemplate applying for leave during the periods of 6 months commencing respectively on the following 1st July and 1st January It is very desirable that all officers desiring leave should express their wishes in response to these enquiries and that applications for leave should never be made at short notice except in circumstances of real and unforeseen necessity

2 When the half yearly returns have been scrutinized and the postings position considered the Local Administrations etc will be informed of the extent to which applications can be favourably considered and formal applications should then be submitted by the officers concerned accompanied by a report from the Audit officer as to the applicant s title to the leave applied for

3 Every officer proceeding on leave out of India should report his arrival in the United Kingdom and his address while on leave to the High Commissioner for India London (Supplementary Rule 212)

4 Every effort will be made to ensure that an officer on leave out of India shall be informed through the High Commissioner for India of his posting on return from leave in good time before the date of embarkation Failing this or in case of change of orders intimation will be made direct by wireless message to the ship on which he is travelling

5 Every officer on leave out of India should before his return communicate direct to the Foreign and Political Department (and in the case of an [illegible] to a post under the Chief Commissioner, to the Government of Bombay [illegible] the port at [illegible] This report [illegible] at least one clear month before the probable date of his embarkation for India

[illegible]

*Cf F & P Dep t circular letter No 106 E. dated the 30th April 1926.

F No 106 E.

M3.FD—13 8-[illegible]—GIPS

'6 In existing circumstances Political officers are not permitted to visit Russia Any Political officer desiring to visit Turkey should apply for permission to do so either to the Foreign and Political Department before proceeding on leave or to the India Office thereafter

(File /

long distances in the interests of a State. Some courtesies and conveniences of travel cannot be refused in the latter case; but here, as in other similar exceptions, the extent of the dependence of a Political Officer on a Durbar should be reported to the head of the Administration or Local Government.

Cf. For. Dept. letter No. 3685-I. B., dated 15th Sept. 1908.

Houses and furniture.

105. In certain cases a Political Officer is provided with a fully* furnished house which is either the property of Government or has been acquired or leased by Government from the Durbar concerned. In some instances when the grounds are too extensive for a Political Officer to keep up at his own expense a grant is also made to him by Government to enable him to do this. In such cases, a Political Officer is required to pay rent for the house, under Article 325 of the Public Works Department Code, subject to a maximum of 10 *per cent.* of his salary and local allowance. Where no furniture is supplied and no assistance is given by Government towards the upkeep of the grounds, the maximum limit of the rent payable is reduced to 5 *per cent.* of the officer's salary and local allowance.

In certain cases, where the Durbar is unwilling to sell or lease its property to Government, a Political Officer is permitted, with the special sanction of the Government of India, to occupy a house belonging to the Durbar rent-free, subject to the following rules: —

(*a*) No expenditure for alterations or additions to the house should be put upon the Durbar, without the prior written consent of Government.

(*b*) If the Durbar is unwilling to sell or remove the furniture already in the house, it may be allowed to remain, but no renewals or renovations should be made at the cost of the Durbar, without the special sanction of the Government of India.

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* Except as regards linen, crockery, cutlery, cooking utensils and lamps.

(c) Wherever possible, such houses are fully* furnished by Government and Political Officers pay rent for the same, calculated at 8 *per cent* of the value of the furniture required for personal use only, subject to a maximum of 5 *per cent* of salary and local allowance

(d) Without the prior consent of the Local Government, Durbar servants should not be utilised for the care of the house or the maintenance of gardens

No Political Officer is allowed, without special permission from the Government of India, to occupy free quarters at the expense of a Durbar in British territory, when such accommodation is considered necessary it is ordinarily provided by Government and not by the Indian States The provision of a house whether on loan, lease or other terms, by an Indian State for a Political Officer or his family, at a hill station, is also prohibited, except with the special sanction of the Government of India

The above instructions do not apply to houses of the nature of public rest-houses and guest houses which Durbars may provide with suitable furniture and servants without interference, even though a Political Officer may occasionally make use of them A Political Officer may not, however, be furnished with permanent quarters, in such a rest house, nor may he occupy it otherwise than on a tour undertaken *bona fide* as a matter of duty

Cf For Dept Resoln. No 1600 G dated 31st July 190[illegible]

No fund of a local or municipal character should be utilised for a Political Officer's house private garden or premises without the express sanction of Government

Cf For Dept. Letter No. 3585 I.B., dated the 15th Sept. 1903.

106 When His Excellency the Viceroy is entertained for an Indian State by a Political Officer a full account of the cost of the arrangements proposed, and the extent to which the Political Officer relies upon the Durbar for assistance or supplies, whether

Entertainment of high officials and distinguished travelers

Cf For Dept Circular No. [illegible] I.B., dated the 31st Dec [illegible]

* Except as regards linen, [illegible] and lamps.

needed by the British members of the party, or by their Indian clerks or attendants, should be furnished beforehand for the information of the Government of India. If the Indian State makes its own arrangements independently of the Political Officer and outside his residence, there is no occasion for this scrutiny, but in so far as the Political Officer arranges for the entertainment of the Governor-General in his own house, on behalf of the Durbar, nothing should be done at the expense of the Durbar without the full knowledge and approval of the Government of India. Like instructions apply in the case of visits made by the head of the Local Government or Administration save that in such cases the report of the Political Officer may be disposed of under the orders of the Local Government or Administration.

In the case of visits of travellers or distinguished strangers, a clear line should be drawn between hospitality extended by the Durbar itself, in its own guest-houses, and that given at the residence of the Political Officer. A Political Officer should have no general authority to entertain the guests of a Durbar at its cost, in his own house. Cases may occur where a foreigner or other guest of distinction, invited by the Ruling Prince or Chief, can most conveniently be received at the Residency, but if any part of the cost of the arrangements is to fall on the State, the previous sanction of the Local Government or Administration should be obtained. Otherwise every guest entertained by a Political Officer should be entertained at his own cost.

*Cf. For. Dept. Resoln. No. 1600-G., dated 31st July 1905. Letters No. 447-Est. B., dated 13th Feb. 1911 and No. 1751-Est. B., dated 31st July 1913, to the Agents to the Govr.-Genl. in Central India and in Rajputana respectively.

Tents.

107. Tents are provided on an appropriate *scale at Government expense, for all officers in Political employ, whose duties require them to tour; and except in special cases, for temporary purposes and under specific sanction, a Political Officer is not allowed to use a Durbar tent or other camp equipment.

108 The acceptance by an officer in political employ of free supplies of provisions, fuel fodder lighting or minor accessories of any description from Durbars or Indian State officials or at the cost of Local Funds is absolutely prohibited at head quarters In camp, it may often be necessary to apply to the local authorities for help in regard to both transport and supplies, as it is important that the movements of a Political Officer should not be restricted by such considerations In these cases the Durbar is ordinarily expected to sanction and regulate such applications, on payment by the indenting officer Where camels or carts can be hired there should be no recourse to the Durbar

Transport supplies etc

Cf For Dept Resoln No 1600 G dated 31st July 1905 Cir Nos 4983 4986 I B, dated 31st Dec 1907

109 In cases in which a local Political or Medical Officer is approached with a view to a public institution, such as a library, hospital or school, being named after him, the matter should be

Naming of public institutions after Political Officers

Cf For Dept Cr No 1223 I B, dated 24th March 1904

CORRIGENDUM TO THE POLITICAL DEPARTMENT MANUAL, 1924

No 89

Page 103 *Add the following at the end of para* 110 —

Former members of the Indian Political Service or of those Services which are now
Official S
tial infor

(File No 8 G/45)

GIPD—L218 PD—13 9-45—450

Page 103 —In paragraph 11
and *add* the following at the end

These Rules 17 20 apply
no time, either during active
the express permission of Govern
tribution to the Press on a subj
formed by them or divulg
those duties Officers proceeding
Envoy at the Court of Nepal
provisions of Rule 20 (*b*) apply
F and P Department by letter
have already been taken by the
the Indian Political Department
Foreign Office that they are
are members of the regular Co

needed by the British members of the party, or by their Indian clerks or attendants, should be furnished beforehand for the information of the Government of India. If the Indian State makes its own arrangements independently of the Political Officer and outside his residence, there is no occasion for this scrutiny, but in so far as the Political Officer arranges for the entertainment of the Governor-General in his own house, on behalf of the Durbar, nothing should be done at the expense of the Durbar without the full knowledge and approval of the Government of India. Like instructions apply in the case of visits made by the head of the Local Government or Administration save that in such cases the report of the Political Officer may be disposed of under the orders of the Local Government or Administration.

In the case of visits of travellers or distinguished strangers, a clear line should be drawn between hospitality extended by the Durbar itself, in its own guest-houses, and that given at the residence of the Political Officer. A Political Officer should have no general authority to entertain the guests of a Durbar at its cost, in his own house. Cases may occur where a foreigner or other guest of distinction, invited by the Ruling Prince or Chief, can most conveniently be received at the Residency, but if any part of the cost of the arrangements is to fall on the State, the previous sanction of the Local Government or Administration should be obtained. Otherwise every guest entertained by a Political Officer should be entertained at his own cost.

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107. Tents are provided on an appropriate *scale at Government expense, for all officers in Political employ, whose duties require them to tour; and except in special cases, for temporary purposes and under specific sanction, a Political Officer is not allowed to use a Durbar tent or camp equipment.

114 All officers of the Political Department are expected to make themselves acquainted with the rules and principles contained in Volume I of the Civil Account Code

Rules of account.

Particular attention is invited to the rules relating to—

(1) The preparation of budgets, Article 187 ,
(2) The difference between budget sanction and sanction to expenditure, Articles 190, 191 and 192 ,
(3) The submission of reappropriation statements in the case of expenditure not provided for in the budget, Articles 189 191 and 234 ,
(4) The submission of proposition statements in case of a proposal to entertain a new or vary an existing establishment, Article 63 ,
(5) The maintenance of service books, Articles 73 and 74 ,
(6) The grant of compensation for dearness of provisions Article 80 ,
(7) The maintenance of "Contingent Registers" Articles 94—96
(8) Contingent charges including expenditure on books and newspapers, Appendix 5, rule 13, stationery and typewriters Appendix 5, rules 21 and 24, articles which are not manufactured in India, Appendix 4, rule 3

It may be noted that the supply of typewriters under proper sanction from a Government Stationery Office is independent of budget provision in the budget of the indenting officer

115 The following rules [read with Appendix 5—13 II (i) of the Civil Account Code] regulate the supply by the Survey of India of maps required for public use —

Supply of maps.

The Map Record and Issue Office, Calcutta, supplies printed maps on the public service, on book debit It also arranges for the colouring and mount

ing of maps when required. All charges for freight and postage of parcels must be borne by applicants themselves. Incidental charges for colouring, mounting, and binding maps, and for packing cases, are included in the bills submitted by this office. When accounts are settled by book-debit, the rules as to the disposal of the duplicate and triplicate copies of the invoice, printed thereon, must be *strictly* adhered to. Cash payments include payments by Money Order, Remittance Transfer Receipts, and Cheques (not crossed) on European Banks in Calcutta. *Hundis* and Receipts for payment into Treasuries are *not* accepted, but postage labels of the value of half or one anna are accepted for bills *not exceeding one rupee in amount.*

All applications for printed maps on the public service should be made to the Officer-in-Charge of the Map Record and Issue Office, 13, Wood Street, Calcutta, and should give *full* and *clear* particulars as to the kind of map required and its scale; and any other information that will guide that office in knowing exactly what is required.

The mode of transit and address, or station to which the maps are to be sent, should invariably be specified. All addresses should be *clearly* written.

Indent forms for maps on the public service can be obtained from the Officer-in-Charge of the Map Record and Issue Office.

Indents by officers of the Political Department for printed maps on the public service must be approved and countersigned by a Political Agent, or Higher Authority.

Power is reserved to the Surveyor-General to refer to the Local Government for orders, any indent brought to his notice by the Officer-in-Charge of the Map Record and Issue Office, which may appear to him to require such reference, or to refuse compliance with any indent which he may consider unreasonable.

Lists are from time to time published in Part II of the *Gazette of India* showing (*a*) the catalogues of maps and (*b*) the more important general maps which are available for sale at the Survey of India Map Record and Issue Office.

116 Officers of the Political Department who are authorised to fly flags should requisition for them direct on the nearest arsenal

Supply of flags

Cf Mily Supply Dept 's letter to Director General of Ordnance, No. 1186 G, dated 18th Feb 1907, forwarded with For Dept Cir endt No 1166 I C, dated 30th March 1907

117 Heads of Local Administrations and other Political Officers in direct communication with the Foreign and Political Department of the Government of India are required to submit confidential reports on all Political Officers below the grade of Resident, 2nd class, serving under their orders on the occasions stated below —

Confidential report on Political Officers

(1) Half yearly on all officers during their first three years of service, *i e*, until they are confirmed in the Department

(2) Annually on all officers from the time of their confirmation until they are entitled to draw pay at Rs 1,350 a month under the time scale (inclusive of the personal allowance drawn by members of the Indian Civil Service, and of the Punjab Commission)

(3) On all other officers on the time scale, on the departure on transfer, or long leave, either of the reporting officer himself, or of the officer reported on

Cf For Dept letters No 738 G, dated 16th March 1908, *No 461 Est* A, dated 10th Feb 1910, No 266 Est A, dated 4th Feb 1913

These reports while giving information as far as possible regarding general ability, tact, temper, judgment, accessibility, state of health, horsemanship, self reliance, power of commanding respect, reticence, and capacity to keep secrets, should be on broad and general lines and should invariably give an opinion as to an officer's fitness for promotion and his ability to speak the vernacular The report, for the year in which an officer draws pay at the rate of Rs 1,250 a month inclusive of personal allowance, should contain an expression of opinion whether the officer in question is qualified to hold a superior appointment

Attention is drawn to Home Department Resolution No 1568 1595, dated 14th September 1915, which deals with the question of the communication to subordinate officers in civil employ of such unfavourable remarks as may be made in regard to them by their superiors at the time of annual [illegible] other occasions



APPENDICES.

APPENDIX I.

Memorials and Petitions.

1 The following are the rules regarding the submission or withholding by Local Governments or Administrations and by officers of the Political Department of the Government of India, of petitions memorials and other papers of the same class, relating to matters affecting persons or places under their [illegible] ns or other papers [illegible] of India, to His Majesty the King Emperor of India, or to the Right Honourable the Secretary of State for India

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I —Memorials, etc, addressed to the Government of India

1 Every memorial must be submitted to the Political Officer of the State, within whose jurisdiction the subject matter has arisen, accompanied by a copy of the order appealed against and by a letter requesting its transmission to the authority to which it is addressed

For Dept Cir No 244 G, dated 29th January 1910

2 Memorials may be transmitted either in manuscript or in print, but must, with all accompanying documents, be properly authenticated by the signature of the memorialist on each sheet

3 Subject to the exceptions hereinafter contained, every memorial received which conforms to the above rules, should be forwarded by the Political Officer through the usual official channel, with a concise statement of material facts, and, unless there be special reasons to the contrary, an expression of opinion

4 Memorials, together with their accompanying documents, should be in English If the accompanying documents must necessarily be forwarded in the vernacular, an English translation should be

appended, which should be attested by the signature of the memorialist on each sheet.

N. B.—The transmitting officer should examine such translations and, if they are found to be incorrect or faulty, notice the fact in sending on the memorial.

5. Every memorial should be accompanied by copies of all the orders passed in the case by the authorities who have dealt with it in India.

6. Local Governments, Administrations and Political Officers in direct subordination to the Foreign and Political Department of the Government of India are vested with discretionary power to withhold memorials addressed to the Government of India in the following cases :—

(1) When the memorial is illegible or unintelligible.

(2) When the memorial contains language which, in the opinion of the authority who would otherwise forward it, is disloyal, disrespectful or improper.

(3) When a previous petition of the memorialist (which term includes a rejoinder submitted by the memorialist in answer to a previous petition of some other party) has been disposed of by the Secretary of Stqae or the Governor-General in Council and the petition discloses no new facts or circumstances which afford grounds for a reconsideration of the case.

(4) When the memorial relates to a matter which it is within the competence of the Local Government, Administration or Political Officer to dispose of, and no application has previously been made to such Government, Administration or Political Officer for redress.

(5) When the memorial is an appeal preferred more than six months after the

date on which the memorialist was informed of the orders against which he appeals, provided that the Local Government, Administration or Political Officer as the case may be, may, at their or his discretion, extend the period to twelve months, if the delay will facilitate a settlement of the dispute, or other good cause is shown

(6) When the memorial refers to matters in which the memorialist is not personally interested

7 Provided they do not contravene the conditions specified in the preceding section, memorials which are appeals against orders passed by Local Governments, Administrations and Political Officers in direct subordination to the Foreign and Political Department of the Government of India, in the exercise of political control in territories not included in British India, shall be forwarded, except in the following cases in which a discretionary power to withhold the memorials may be exercised —

*(1) When the order appealed against has been passed by the Local Government, Administration or Political Officer as a recognised Court of Appeal in regard to a judgment or order of any Court of civil or criminal jurisdiction established or continued by the Governor General in Council in such territories

(2) When the order appealed against is a mere refusal to exercise political control in regard to a judgment or order of any special Court established by the Governor-General in Council in such territories,

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* *Note to Rule 7 (1) of Section I* —Memorials which are practically appeals for mercy or pardon must be transmitted. But their transmission will not affect the discretion in regard to capital sentences allowed to Local Governments Administrations and Political Officers by the Foreign and Political Department circular letter No 45 G, dated the 12th January 1917

from which Court there is, by its constitution, no appeal, though a general political control over it is declared or understood to exist.

(3) When the order appealed against is a mere refusal to interfere in a matter of purely internal policy with the action or orders of the Ruler of an Indian State of which the memorialist is a subject, provided that the State is one in which it is not customary for the British Government to intervene in matters of internal policy, and that the matter complained of does not disclose a state of misrule so gross that the Paramount Power would be called upon to interfere.

N. B.—This rule applies to a temporary Administration established in an Indian State by the Governor-General in Council when the temporary Administration is appointed to exercise the same powers, and occupy the same position as the Native Administration which it supersedes.

8. Memorials from persons* in such territories which are not covered by these rules may be treated under the memorial rules of the Home Department when they are applicable.

* *e.g.*, petitions from Government servants about dismissal, pensions, etc.

9. The following special rules apply to the case of appeals against the orders of the Government of Bombay :—

(1) In the following cases the decision of the Local Government shall ordinarily be considered as final, and no appeal shall lie to the Government of India, an appeal to the Secretary of State for India only being admissible with the permission of the Local Government, which should be previously obtained :—

(*a*) Giras cases in States of classes I to IV in Kathiawar which would have been tried by the Rajasthanik Court when it existed.

but are now tried by the States Huzur Courts from whose decision an appeal lies to the Agency and to the Local Government

(b) Giras cases in States below class IV in which the decision of the Agent to the Governor, Kathiawar, is at present final under the rules sanctioned in Government Resolution No 6511, dated the 18th November 1898 subject to the general political control of the Local Government

(c) Cutch Jadeja Court cases

(2) Memorialists who desire to appeal against the orders of the Government of Bombay in political cases shall have the option of addressing such appeals either to the Government of India or to the Secretary of State and such appeals shall be forwarded subject to the provisions of Rules 6 and 7 This rule shall not apply to—

(a) Appeals in Giras cases or in those which are specially covered by any of the foregoing rules

(b) Memorials of the class specially reserved in Rule IV of the Rules published with Home Department Notification No 536 dated the 30th June 1916

(c) Memorials which involve questions affecting the status dignity or powers of a Ruling Prince or Chief or his relations with the Paramount Power (including questions of succession or adoption) and with other Ruling Princes and Chiefs

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II —MEMORIALS ETC, ADDRESSED TO HIS MAJESTY THE KING EMPEROR OF INDIA, OR TO THE SECRETARY OF STATE FOR INDIA

1 Every memorial must be submitted to the Political Officer of the State within whose jurisdiction the subject matter has arisen, accompanied by

a copy of the order appealed against and by a letter requesting its transmission to the authority to which it is addressed.

2. Memorials may be transmitted either in manuscript or in print, but must, with all accompanying documents, be properly authenticated by the signature of the memorialist on each sheet.

3. Subject to the exceptions hereinafter contained, every memorial received which conforms to the above rules should be forwarded by the Political Officer through the usual official channel with a concise statement of material facts, and, unless there be special reasons to the contrary, an expression of opinion.

4. Memorials, together with their accompanying documents, should be in English. If the accompanying documents must necessarily be forwarded in the vernacular, an English translation should be appended, which should be attested by the signature of the memorialst on each sheet.

N. B.—The transmitting officer should examine such translations and if they are found to be incorrect or faulty, notice the fact in sending on the memorial.

5. Every memorial should be accompanied by copies of all the orders passed in the case by the authorities who have dealt with it in India.

6. Local Governments, Administrations, and Political Officers* in direct subordination to the Foreign and Political Department of the Government of India are vested with discretionary power to withhold memorials addressed to His Majesty or to the Secretary of State in the following cases:—

(1) When the memorial is illegible or unintelligible.

(2) When the memorial contains language which, in the opinion of the authority who would otherwise forward it, is disloyal, disrespectful, or improper.

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* Political Officers who are not Heads of Local Administrations may not exercise discretionary power to withhold memorials of the kind referred to in clauses (7) and (8) of rule 6.

(3) When a previous petition of the memorialist (which term includes a rejoinder submitted by the memorialist in answer to a previous petition of some other party) has been disposed of by the Secretary of State and the petition discloses no new facts or circumstances which afford grounds for a reconsideration of the case

(4) When the memorialist has not previously appealed to the Government of India (or the Government of Madras, Bombay or Bengal, as the case may be) and received the decision of the Governor General (or Governor) in Council upon it

(5) When the memorial is an appeal preferred more than six months after the date on which the memorialist was informed of the orders against which he appeals, provided that the Local Government, Administration or Political Officer, as the case may be, may, at their or his discretion, extend the period to twelve months, if the delay will facilitate settlement of the dispute, or other good cause is shown

(6) When the memorial refers to matters in which the memorialist is not personally interested

(7) When the memorial is in effect an appeal in a boundary case between Indian States in which the decision, original or appellate, of the Political Officer has been passed after enquiry on the spot and confirmed on appeal by the Local Government, Local Administration or the Government of India, as the case may be

(8) Cases which turn entirely on questions of fact, where the Political Officer an

Local Government or Local Administration are in agreement.

7. Provided they do not contravene the conditions specified in the preceding section, memorials which are appeals against orders passed by the Governor General in Council (or Governor in Council in Madras, Bombay or Bengal, as the case may be) in the exercise of political control in territories not included in British India, shall be forwarded, except in the following cases in which a discretionary power to withhold the memorials may be exercised :—

(1)* When the order appealed against has been passed by the Government of India, Madras, Bombay or Bengal (as the case may be) as a recognised Court of Appeal in regard to a judgment or order of any Court of civil or criminal jurisdiction established or continued by the Governor-General in Council in such territories.

(2) When the order appealed against is a mere refusal to exercise political control in regard to a judgment or order of any special Court established by the Governor-General in Council in such territories, from which court there is, by its constitution, no appeal, though a general political control over it is declared or understood to exist.

(3) When the order appealed against is a mere refusal to interfere in a matter of purely internal policy with the action or orders of the Ruler of an Indian State, of which

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**Note to Rule 7 (1) of Section II.*—Memorials which are practically appeals for mercy or pardon must be transmitted. But their transmission will not affect the discretion in regard to capital sentences allowed to Local Governments, Administrations and Political Officers by the Foreign and Political Department circular letter No. 45-G., dated the 12th January 1917.

the memorialist is a subject; provided that the State is one in which it is not customary for the British Government to intervene in matters of internal Policy, and that the matter complained of does not disclose a state of misrule so gross that the Paramount Power would be called upon to interfere

N B —This rule applies to a temporary Administration established in an Indian State by the Governor General in Council when the temporary Administration is appointed to exercise the same powers and occupy the same position as the Native Administration which it supersedes

8 Memorials from persons*, in such territories which are not covered by these rules, may be treated under the memorial rules of the Home Department when they are applicable

*e g petitions from Government servants about dismissal pensions etc.

9 The following special rules apply to the case of appeal against the orders of the Government of Bombay —

(1) In the following cases the decision of the Local Government shall ordinarily be considered as final, an appeal to the Secretary of State for India only being admissible with the permission of the Local Government which should be previously obtained —

(*a*) Giras cases in States of classes I to IV in Kathiawar, which would have been tried by the Rajasthanik Court when it existed, but are now tried by the States Huzur Courts from whose decision an appeal lies to the Agency and to the Local Government

(*b*) Giras cases in States below class IV in which the decision of the Agent to the Governor, Kathiawar, is at present final under the rules sanctioned in Government Resolution No 6511, dated the 18th November 1898, subject to the general political control of the Local Government

(c) Cutch Jadeja Court cases

(2) Memorialists who desire to appeal against the orders of the Government of Bombay in politi-

cal cases shall have the option of addressing such appeals either to the Government of India or to the Secretary of State and such appeal shall be forwarded subject to the provisions of Rules 6 and 7. When in the exercise of this option an appeal has been presented to the Government of India, no further appeal shall lie to the Secretary of State. This rule shall not apply to—

(*a*) Appeals in Giras cases or in those which are specially covered by any of the foregoing rules;

(*b*) Memorials of the class specially reserved in Rule IV of the Rules published with Home Department Notification No. 536, dated the 30th June 1916;

(*c*) Memorials which involve questions affecting the status, dignity or powers of a Ruling Prince or Chief or his relations with the Paramount Power (including questions of succession or adoption) and with other Ruling Princes and Chiefs.

III.—A list of memorials to the Secretary of State and of petitions to the Government of India withheld under the discretionary powers conferred by the above rules will be forwarded quarterly to the Government of India in the Foreign and Political Department.

IV.—When a petition or memorial is withheld, the writer should be informed of the fact and of the reason of withholding it.

Cf., Desp. from Secy. of State, No. 27 (Telegraph), dated 4th Sept. 1908.

Permissive character of the memorial rules.

2. These rules are permissive and do not require that memorials to which they are applicable should be withheld and cases may arise in which it may be advisable to transmit a memorial, the withholding of which is covered by the rules. If in any case there is any doubt whether a memorial can rightly be withheld under the rules, it is always desirable that the memorial should be transmitted.

3 Every memorial received for transmission and not withheld under the foregoing rules should ordinarily be forwarded within a month of the date of receipt In any instance in which this period is exceeded, an explanation of the cause of delay should be given

Prompt submission of memorials

Cf endt dated 1909, Home Nos dated 1908

4 The following procedure, which is in force in British India, is applicable, as far as circumstances permit, in the case of the presentation to a Local Government or Administration (or Political Officer, if he is in direct relations with the Government of India) of a petition for mercy, addressed to His Majesty the King Emperor, the Secretary of State or the Governor General in Council, by or on behalf of a person sentenced to death by a court in an Indian State when the sentence requires the confirmation of a Political Officer —

Procedure in regard to petition for mercy

Cf Dept G, Jany

I A convict under sentence of death shall be allowed for the preparation and submission of a petition for mercy to the Governor General in Council, seven days after, and exclusive of, the date on which the Superintendent of the jail has informed him of the rejection of his petition by the Local Government Every petition addressed to the Governor General in Council which has been submitted within this period shall be forwarded to the Government of India, and the execution shall be postponed, pending the receipt of their orders

II. Should a convict submit a petition for mercy addressed to the Governor General in Council *after* the seven days prescribed in rule I, the Local Government shall withhold it, except in the following circumstances, when the Local Government shall forward it to the Government of India and

shall simultaneously postpone execution, pending the receipt of the orders of the Governor-General in Council :—

(1) if the sentence of death was passed by the High Court, Chief Court, or Judicial Commissioner's Court upon an appeal against the acquittal of the petitioner by the Court of Session, or upon an application for enhancement of sentence, which has been preferred by the Local Government; or

(2) when in the opinion of the Local Government there is any reasonable probability that the Government of India may take a different view of the propriety of the death sentence; or

(3) when there are any other circumstances about the case which, in the opinion of the Local Government, render it desirable that the Governor-General in Council should have an opportunity of considering it.

III. When a petition for mercy is addressed to the Governor-General in Council through the Local Government, and no previous petition has been submitted to the latter authority, the Local Government should withhold the petition, treating it as if it were addressed to itself, in all cases, except when the death sentence is the result of an appeal against the convict's acquittal by the Court of Session, or of an application for enhancement of sentence, which has been preferred by the Local Government. In these cases, a petition addressed to the Governor-General in Council shall invariably be forwarded, even if the Local Government has not been previously memorialised.

IV. In all cases in which a Local Government submits a petition for mercy from a convict under sentence of death to the Governor General in Council, it should forward, with the records of the case, its observations in respect of any of the grounds urged in favour of commutation, and, if it had previously rejected any petition addressed to itself, a brief statement of the reasons therefor

V. The Local Government shall expedite as far as possible the process of transmitting petitions for mercy, along with the records of the case, to the Government of India, and upon receipt of the latter's orders shall immediately send a telegraphic acknowledgment Telegraphic acknowledgments should also be made of all telegrams from the Government of India repeating telegrams or the substance of petitions received by them direct from, or on behalf of, convicts under sentence of death

VI. If the convict submits a petition addressed to His Majesty the King Emperor or the Secretary of State, the Local Government may dispose of it on its own responsibility when a previous petition has already been addressed to the Governor General in Council, or the period prescribed in rule I above for the presentation of such a petition has expired In other cases, a petition addressed to His Majesty or to the Secretary of State should be treated as addressed to the Government of India and forwarded to them

In order to avoid, as far as possible, frequent postponements of the date of execution once fixed, Courts of Sessions are required to fix the period, between the date of receipt by them of the orders of the High Court, etc, confirming the senter

death and the date of execution, at from 21 to 28 days. With a view to minimise the delay connected with the consideration of petitions for mercy, the records of the case, as prepared for the use of the High Court, etc., together with the orders of the High Court, etc., thereon, are in all instances to be sent direct to the Local Government as soon as the death sentence has been confirmed, and without waiting for the receipt of a petition for mercy, to be retained until the execution is actually carried out. These records are invariably to be forwarded to the Government of India along with any petition for mercy transmitted by the Local Government.

As regards Indian States, the discretion vested in Local Governments and Administrations by rule III above does not apply to similar petitions received from persons condemned by courts in such territory, when the head of the Local Government or Administration concerned is also the authority which confirms the sentence. In such cases the head of the Local Government or Administration is not authorised to withhold the petition which must always be forwarded to the Governor General in Council for consideration.

Petitions for mercy from States having full power of life and death.

5. The rules immediately preceding do not apply in the case of a petition for mercy addressed to the Governor-General in Council by or on behalf of a subject of an Indian State sentenced to death in such State when the State has full powers of life and death over its own subjects, and the sentence of death is not subject to the confirmation of or approval by a Political Officer. In such a case the petition should not be forwarded to the Government of India, unless, after enquiry or otherwise, there is reason to suppose that there has been a miscarriage of justice calling for interference.

Cf. For. Dept. Cir. No. 4337-I.A., dated 6th Nov. 1907.

Manner of submitting record in case of petitions for mercy.

6. Whenever a petition to the Viceroy for mercy in a murder case is forwarded, the prisoner's appeal, the judgment of the courts before whom the

trial or appeal is heard, and all the more important papers connected with the case (or translations of them if the originals are in a vernacular) should be transmitted in type or print

Acknowledgment of rder re ceived in respect of pet t ons for mercy

7 When the orders of the Governor General in Council commuting or declining to interfere in respect of a sentence of death are conveyed by telegram a reply should at once be sent to the authority from whom the orders are received distinctly stating the purport of the orders received

Cf I Cirs 1459 Oct I Nos 79 3rd Jur warded Dept 3307 F Sept 1(

1°6

APPENDIX II.

No. 41

APPENDIX III.

Recommendations for the grant of higher Indian titles on the

No.	Name and designation of person recommended. (As to be entered in the sanad.)	Title recommended.	Grounds of recommendation as stated by the local authority.	Remarks in the Foreign and Political Department.	Recommendations by Political Secretary.	Orders of His Excellency the Viceroy.

NOTE 1.—Each recommendation must be made on a separate sheet.

NOTE 2.— This form is to be used only for recommendations for the grant of the titles of [Ma]harajadhiraja, Maharaja Bahadur, Maharaja, Maharani, Nawab Bahadur, Raja Bahadur, Nawab [R]aja, Begum and Rani.

No. 41 (*a*).

APPENDIX III.

Recommendations for the grant of louer Indian titles on the

Serial No (For use in the I & P Dept)	No	Name and designation of person recommended (As to be entered in the sanad)	Title recommended	Grounds of recommendation as stated by the local authority	Remarks in the Foreign and Political Department	Orders of His Excellency the Viceroy

NOTE 1 —Each recommendation must be made on a separate sheet.

NOTE 2 —This form is to be used only for recommendations for the grant of the titles of Shams-ul ulama, Mahamahopadhyaya, Aggamahapanditia, Hazik ul Mulk, Diwan Bahadur, Sardar Bahadur, Khan Bhadur, Rai Bahadur, Rao Bahadur, Shifa ul Mulk, Vaidyaratna, Chikitsakratna, Sardar Sahib-Khan Sahib, Rai Sahib, Rao Sahib, Kyetthaye zaung shwe Salweeya Min, Thuye gaung ngwe Daya Min, Ahmudan gaung Tazeik ya-Min and Taing kyo Pyi kyo Saung

MIFD

No. 41

APPENDIX III.

Recommendations for the grant of higher Indian titles on the

No.	Name and designation of person recommended. (As to be entered in the sanad.)	Title recommended.	Grounds of recommendation as stated by the local authority.	Remarks in the Foreign and Political Department.	Recommendations by Political Secretary.	Orders of His Excellency the Viceroy.

NOTE 1.—Each recommendation must be made on a separate sheet.

NOTE 2.—This form is to be used only for recommendations for the grant of the titles of Maharajadhiraja, Maharaja Bahadur, Maharaja, Maharani, Nawab Baha[illegible], Bahadur, Nawab Raja, Begum and Rani.

DIX IV.

of Manual.

States in political relations with the Government of

ending on the

STORES.

Blasting powder	Round shot	Shells.	Fuzes for shells	Fuzes for mining	Gun-cotton	Dynamite	Cartridges for small arms					Small shot	Leaden bullets.	Percussion cap	Flints	Wads	Leads.	Zinc	Sulphur.	Saltpetre.	Implements.	Remarks.
							Filled		*Unfilled*													
							Rifle	Gun	Rifle.	Gun	Blank military											

Note.—Particulars as to the calibre of rifle and rifled ammunition should be furnished.

Addendum to the "Manual of Instructions to Officers of the Political Department of the Government of India".

No 62

In page 132,
Below "Appendix V",
For present entry,
Substitute the following —

Return of Military Forces Aircraft, etc, in Indian States for the year S (Agency)-39

State	Population	Estimate of gross Revenue	Indian States Forces or Imperial Service Troops														Other Military Forces							Artillery M L Cannon or Guns		Police armed with Fire arms					Civil Aviation — Aeroplanes			Remarks
			Artillery (total number, officers and men)	Engineers (total number, officers and men)	Cavalry (total number, officers and men)	Infantry (total number officers and men)	Transport (total number, officers and men)	Transport Mechanical Lorries	Transport Army Transport Carts	Transport Mules, Ponies or Camels	Number of 303 Magazine rifles	Number of Pistols and Revolvers	Machine Guns, i e Vickers and Maxim Guns	Automatic Rifles, i e Lewis or Hotchkiss Guns	Guns (15 pr or 2 75)	Total number of men	Artillery	Engineers	Cavalry	Infantry	303 Single loading Rifles	Other breech loading Rifles or Carbines (Specify in margin No and Type)	Other muskets, muzzle loading rifles carbines fire-arms	Serviceable	Unserviceable	Number of men	303 single loading rifles	Other breech loading rifles and carbines	Muzzle loading fire-arms	Modern Pistols or Revolvers	Serviceable (Specify in remarks column type p. horse power etc)	Unserviceable (Specify in remarks column type, p. horse power etc.)	Total	
2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36

with

(File No 338 I of 1931)

Military Transport				Civil Aviation — Aeroplanes			
Mechanical Lorries	Army Transport Carts	Mules, Ponies or Camels	Grand total Number of men	Serviceable	Unserviceable	Total	Remarks
28	29	30	31	32	33	34	35

APPENDIX VI

THE GOVERNMENT SERVANTS' CONDUCT RULES

The Rules and Orders of the Governor General in Council regulating the conduct of public servants in respect of borrowing money, receipt of complimentary addresses and other matters are contained in the enactments printed as an appendix to the following rules and in a number of Despatches, Circulars and Resolutions issued at various times The form of the orders has thus become obscure and confusing and the Government of India have thought it desirable to reproduce their substance in the shape

(1924). No. 357

I For rule 1 (a) of the Government servants conduct Rules the following shall be substituted namely —

"1 —(a) Government servant means any person in the civil service of the Crown in India whether for the time being on foreign service or not'

...employing any civil office other than a menial office, under the Government,

(b) "Native of India" means a person of unmixed Asiatic descent permanently resident in India

' A Government servant may not, without the previous sanction of the Government of India ... ctly and indirectly accept, either on his own be... or in behalf of any other person any gift, ...uity or reward, or any promise of a gift, gratuity ...reward, from any Native of India

(5 & 6 Geo 5 Chap 61, section 124 Foreign Department Circular No 1299 G dated the 20th June 1876)

The Head of a Government or Administration ... a Political Officer may accept from any Ruling ...nce or Chief a ceremonial gift which is deposited ... the Government Toshakhana and for which a ...urn present is made at the Government expense ...y Government servant may accept a complimen...y present of flowers or fruit or similar articles of ...ding value The practice of giving such presents ...uld however be discouraged

When a gift of substantial value cannot be refused without giving offence, it should, unless the Government of India by special order otherwise direct, be delivered up to the Government.

[Home Department (Public) Resolution No. 29—1629-45, dated the 22nd July 1887; Home Department Resolution No. 729—753 (Public), dated the 6th May 1898.
Home Department Circular Nos. 4566—4575, dated the 8th August 1910.]

Public demonstrations in honour of Government servants.

3. A Government servant may not, without the previous sanction of the local Government, receive any complimentary or valedictory address, accept any testimonial presented to him, or attend any public meeting or entertainment held in his honour; nor may he take part in any similar acknowledgment of the services of any other Government servant, or of any person who has recently quitted the service of Government.

The rule admits of the following exceptions:—

(*a*) The Head of any Government or Administration may receive an address.

(*b*) At the request of any public body a Government servant may sit for a portrait, bust or statue not intended for presentation to him.

(*c*) A Government servant may take part in the raising of funds to be expended, in recognition of the services of another Government servant, on the foundation of a scholarship or other public or charitable object, or on the execution of any portrait, bust or statue not intended for presentation to such other Government servant. He may not, however, solicit subscriptions for the purpose.

(*d*) A Government servant may take part in a private farewell entertainment, attended only by personal friends, as a mark of regard to himself when retiring from the service or quitting a district or station, or to another Government servant in similar circumstances.

4. A Government servant may not without the [Home Depart

For Rule 4, the following rule shall be substituted, namely —

4 —(1) A Government servant shall not, save with the previous sanction of the local Government, receive any trowel, key or other similar article offered to him at a ceremonial function, such as the laying of a foundation stone or the opening of a public building

(2) A local Government may delegate its power of sanction under sub rule (1) to Commissioners of Divisions, or, in the Madras Presidency, to the Board of Revenue

(3) Nothing in sub rule (1) shall be deemed to apply to the head of any local Government or Administration, to any Member of the Governor-General's or a Governor's Executive Council, to the Commissioner in Sind, to the Members of a Board of Revenue, to a Financial Commissioner, or to any Judge of a High Court

(F No 560 G of 1925)

the Imperial or a Provincial Executive Council, or to the Commissioner in Sind 13th May 1915]

5 Subject to the departmental rules governing the question, a medical officer may accept any gift, gratuity or reward offered in good faith by any person, or body of persons in recognition of his professional services.

Application of rules 2 and 3 to medical officers

6 A Government servant may not, without the previous sanction of the local Government, ask for or accept from any Ruling Prince or Chief, or the agent of any Ruling Prince or Chief, any subscription or other pecuniary assistance in pursuance of any object whatsoever.

Subscriptions.

[Home Department (Public) Resolution No 31—1217 42 dated the 11th July 1885, Home Department (Public) Resolution No 25—1437 60, dated the 11th August 1889]

7. Government servants may not enter into any pecuniary arrangement for the resignation by one of them of any office, under the Government for the benefit of the others. Should this rule be infringed, any nomination or appointment consequent upon such resignation will be cancelled and such parties to the arrangement as are still in the service will be suspended, pending the orders of the Secretary of State or of the Government, as the case may be.

Purchase of resignation.

[General Notification No 216 dated the 9th September 1842; Home Department Circular No. 55—1861 73 (Public), dated the 29th December 1883].

[Home Department (Public) Resolution No. 2-R. 87-103, dated the 16th January 1890; letter to Government of Madras, No. 2407, dated the 6th December 189 ; Home Department Circular letter Nos. 560—569, dated the 28th February 1907.]

8.—(1) A gazetted officer may not lend money to any person possessing land within the local limits of his authority, nor may he, except in the ordinary course of business with a Joint Stock Bank or a firm of standing, borrow money from, or otherwise place himself under a pecuniary obligation to any person subject to his official authority, or residing, possessing land or carrying on business within the local limits of such authority.

Lending and borrowing.

[Home Department (Public) Resolution No. 22—637-653, dated the 16th March 1888; Home Department (Public) Resolution No 1032—1049, dated the 9th June 1897.]

(2) When a gazetted officer is appointed or transferred to a post of such a nature that a person from whom he has borrowed money or to whom he has otherwise placed himself under a pecuniary obligation will be subject to his official authority, or will reside, possess immovable property or carry on business within the local limits of such authority, he must forthwith declare the circumstances to the Government through the usual channel.

[Home Department Circular No. 4952—60 (Public), dated the 28th October 1869; Home Department letter No. 1899 (Public), dated the 25th April 1872; Home Department letter No. 1556 (Public), dated the 31st May 1892.]

(3) The orders contained in this paragraph apply also to non-gazetted officers, but in the case of the latter they may be relaxed in exceptional cases at the discretion of the head of their office. Non-gazetted officers should make the report referred to in sub-paragraph (2) to the head of their office.

[Home Department Notification No. 1437 (Public), dated the 23rd September 1881; Home Department Notification No. 52 (Public), dated the 20th January 1882; Home Department Circular Nos. 387—396, dated the 20th February 1911.]

9. When a Government servant, other than a Native of India, wishes to buy from or sell to any Native of India residing, possessing immovable property, or carrying on business within the station, district or other local limits o which he is appointed, any house, elephant, horse, conveyance or other valuable thing, he must declare his intention, with a full statement of the circumstances and the price offered or demanded, as the case may be, to the Commissioner or to such other authority as the local Government may direct. when such a declaration has been made, the Commissioner, or other officer authorised by the local

Buying and selling houses and other valuable property.

Government in this behalf, may pass such orders upon the proposal as he may think fit These orders do not apply to any transaction conducted in good faith with a regular dealer

A Government servant, who is about to quit the station, district or other local limits for which he has been appointed, may without reference to any authority, dispose of his furniture, household goods, live stock and the like either by circulating lists thereof among the community generally or by causing them to be sold by public auction

NOTE —It will be understood that the Commissioner or other officer authorised to dispose of such applications is at liberty to refer any application to Government for advice or orders if he considers such a course desirable In cases where the Commissioner or the officer authorised in this behalf is himself interested in the proposed transaction he should refer the matter to Government for orders

"10 (1) A Government servant who is not domiciled in Asia shall not, save in good faith for the purpose of residence, directly or indirectly hold or acquire any immoveable property—

"(a) within the province in which he is employed or within any province with the administration of which he is concerned or within the territories of any Prince or Chief in India within whose territories he is employed, or

"(b) save with the previous sanction of the local Government under which he is serving, within any other province, or

"(c) save with the previous sanction of the Governor General in Council, within the territories of any Prince or Chief in India

"(2) A Government servant who is domiciled in Asia shall not, save in good faith for the purpose of residence, acquire any immoveable property in India by purchase or gift without the previous sanction of the local Government under which he is serving or of a head of a department specially empowered by the local Government in this behalf"

13th May 1909]

A Native of India who is a member of the Indian Civil Service, or holds any office ordinarily reserved for members of the Indian Civil Service, and any Government servant belonging to the Provincial or Subordinate Civil Services, may continue to hold any immovable property actually held by him at the time of his entry into Government service, and may thereafter acquire any immovable property by succession, inheritance, or bequest or, with the previous

sanction of the local Government or such heads of Departments as may be specially empowered by the local Government in this behalf by purchase or gift.

He will, however, be liable to be debarred from employment within the district or other local limits within which such immovable property is situated.

Any Government servant may hold or acquire immovable property in good faith for the purpose of residence.

[Home Department Circular No. 21—707-806 (Public), dated the 13th May 1885; Home Department Circular No. 33—2405-14 (Public), dated the 11th September 1888.]

Control over immovable property held or acquired by Government servants.

11. Every Government servant or candidate for Government service must make to the Government through the usual channel, a declaration of all immovable property which may from time to time be held or acquired by him or by his wife or by any member of his family living with, or in any way dependent upon, him.

[Home Department Circular Nos. 718-721, dated the 13th May 1915.]

Such declaration should state the district within which or the Ruling Prince or Chief within whose territories the property is situated and should give such further information as the Government may by general or special order require.

This rule shall not apply to any Member of the Imperial or a Provincial Executive Council who is a Government servant only in that capacity and no otherwise.

[Home Department Circular No. 21—797-806 (Public), dated the 13th May 1885; Home Department Circular Nos. 2139—2148, dated the 25th September 1908; Home Department Circular Nos. 4566—4575, dated the 8th August 1910; Home Department Circular Nos. 79—90, dated the 23rd January 1913.]

Investments other than those in immovable property.

12. A Government servant may not make an investment, other than a investment in immoval property permitted by r 10 which gives him such private interest in matt with which his public duties are connected as wo be likely in the opinion of the local Governmen embarrass or influence him in the discharge of duties.

Subject to this condition he may hold or ac shares in any company, including a mining or cultural Company, which has for its objec

development of the resources of the country, but he will not be employed in any district in which the operations of any such Company are conducted

Subject to the same condition he may place deposits in Provincial or Central Banks registered under Act II of 1912, and make investments in non agricultural societies registered under that Act and intended for Government servants only, even though he is employed in the locality, in which such banks or societies operate

He may also make investments or place deposits in registered co operative societies other than the above, provided that—

(*a*) if he belongs to the class referred to in the second paragraph of rule 10, he shall not make such investments or place such deposits within the province in which he is employed,

(*b*) if he belongs to the class referred to in the third paragraph of rule 10, he may hold or acquire such investments or deposits subject only to the same conditions as would apply to him under that rule if he were holding or acquiring immovable property

Any of the provisions in this rule, in so far as they apply to registered co operative societies, may be restricted or relaxed, generally or specially, by order of the local Government

13 A Government servant may not speculate in investments

Speculation.

[Home Department Circular No. 21—707 806 (Pub lic) dated the 13th May 1885]

In applying this general rule, the purchase of a grant of land supposed to contain minerals with the object of disposing of it to Companies, and the habitual purchase and sale of securities of notoriously fluctuating value, will be treated as speculation in investments

[Home Department Circular No. 21—797-806 (Public), dated the 13th May 1885; Secretary of State's despatches No. 73 (Public), dated the 19th July 1883; No. 25 (Financial), dated the 7th February 1889; and No. 53 (Public), dated the 14th May 1891; Home Department Circular Nos. 2139—2148, dated the 25th September 1908; Home Department Circular Nos. 79—90, dated the 23rd January 1913.]

Promotion and management of Companies

14. A gazetted officer, whether on leave or in active service, may not, without the special sanction of the Secretary of State, take part in the promotion, registration or management of any Bank or other Company.

This rule does not apply to any Government servant who, with the sanction of the Government of India, enters into the service of a Railway Company working a concession granted by the Government or to the management by a Government servant of any association established and conducted in good faith for the purpose of mutual supply and not for profit, when such management does not interfere with his public duties, or (subject to the same condition) to any Government servant who, under the general or special sanction of the local Government, takes part in the management of a co-operative society registered under Act II of 1912.

Solicitors to the Government at Calcutta, Madras or Bombay, Government pleaders, Crown Prosecutors, Diocesan Registrars and Coroners may serve as Directors of a Bank or other Company if such service does not interfere with their public duties and the interests of the Bank or Company are not opposed to those of the Government.

[Home Department Circular No. 21—797-806 (Public), dated the 13th May 1885.]

Private trade or employment.

15. A Government servant may not, without the previous sanction of the local Government, engage in any trade or undertake any employment other than his public duties.

A Government servant may undertake occasional work of a literary or artistic character, provided that this public duties do not suffer thereby; but the Government may, in its discretion, at any time forbid him to undertake or require him to abandon any employment which in its opinion is undesirable.

[Home Department Circular Nos. 928—937-B., dated the 9th June 1914.]

Note.—The Secretaryship of a club does not constitute employment in the sense of this rule, provided that it does not occupy so much of an officer's time as to interfere with his public duties and that it is an honorary office, that is to say, that it is not remunerated by any

payment in cash, or any equivalent thereof other than the customary concessions of free quarters and personal exemption from messing charges only Any officer proposing to become the Honorary Secretary of a club should inform his immediate departmental superior who will decide, with reference to this rule and note, whether the matter should be reported for the orders of Government

Insolvency and habitual indebtedness

16 (1) When a Government servant is adjudged or declared an insolvent, or when one moiety of the salary of such Government servant is constantly being attached, has been continuously under attachment for a period exceeding two years, or is attached for a sum which in ordinary circumstances, cannot be repaid within a period of two years, he will be considered liable to dismissal

[Home Department Notification No 181, dated the 26th January 1855, Circular Memorandum No 67—2816 2821, dated the 19th November 1874, Resolutions No 100 (Public), dated the 12th January 1856, No 2—77 102 (Public), dated the 19th January 1884, and No 29—1770 92, dated the 8th October 1889]

(2) When such Government servant is not liable to dismissal otherwise than by or with the sanction of the Secretary of State, the matter must, if he is declared insolvent, and may, if a moiety of his salary is attached, be reported to the Secretary of State, pending the receipt of whose orders he will be suspended from the service

(3) In the case of any other Government servant, the matter should be reported to the local Government or to such authority subordinate to the Government as may, by general or special order, be directed

(4) When a moiety of an officer's salary is attached, the report should show what is the proportion of the debts to the salary, how far they detract from the debtor's efficiency as a Government servant, whether the debtor's position is irretrievable, and whether, in the circumstances of the case, it is desirable to retain him in the post occupied by him when the matter was brought to notice, or in any post under the Government

(5) In every case under this rule, the burden of proving that the insolvency or indebtedness is the result of circumstances which, with the exercise of ordinary diligence, the debtor could not have

foreseen or over which he had no control, and has not proceeded from extravagant or dissipated habits, will be upon the debtor.

[Home Department Circular No. 30—1207-76 (Public), dated the 16th August 1884; Home Department Resolution No. 22-A. (Public), dated the 3rd June 1885.]

Communication of official documents or information.

17. A Government servant may not, unless generally or specially empowered by the local Government in this behalf, communicate directly or indirectly to Government servants belonging to other Departments, or to non-official persons, or to the Press, any document or information which has come into his possession in the course of his public duties, or has been prepared or collected by him in the course of those duties, whether from official sources or otherwise.

[Home Department Resolution No. 19—1134 (Public), dated the 8th July 1875.]

Connection with Press.

18. A Government servant may not, without the previous sanction of the local Government, become the proprietor in whole or in part, or conduct or participate in the editing or management of any newspaper or other periodical publication.

Such sanction will be given only in the case of a newspaper or publication mainly devoted to matters not of a political character, and may at any time, in the discretion of the local Government, be withdrawn.

19. Subject to the provisions of rule 17, a Government servant may contribute annonymously to the Press, but must confine himself within the limits of temperate and reasonable discussion; and, if his connection with the Press is contrary to the public interest, the local Government may withdraw his liberty to contribute. When there is room or doubt whether the connection of any Government servant with the Press is or is not contrary to the public interests, the matter should be referred to the Governor-General in Council for orders.

Nothing in this rule will limit or otherwise affect the operation of any Army Regulations for the time being in force relating to the same subject

20 A Government servant may not p bl

II For rule 20 of the said rules the following shall be substituted namely —

"20 —(1) No Government servant shall, in any document published under his own name or in any public utterance delivered by him make any statement of fact or opinion which is capable of embarrassing—

"(a) the relations between Government and the people of India or any section thereof, or

'(b) the relations between His Majesty s Government or the Governor General in Council and any foreign country or the ruler of any State in India

"(2) A Government servant who intends to publish any document under his own name or to deliver any public utter- ... loubt ... sub ... under which he is serving a copy or draft of the document which he intends to publish or of the utterance which he intends to deliver, and shall not publish the document or deliver the utterance save with the sanction of the Government under which he is serving and with such alterations if any as the Government may direct'

21. A Government servant may not give evidence before a public committee,

Evidence before Committees

(1) in India, unless he has first obtained the permission of the Government under which he is serving or, if he is on leave, under which he was last serving,

(2) outside India, unless he has first obtained the permission of the Secretary of State

In giving such evidence he must not criticise the policy or decisions of the Secretary of State, or of any Government in British India

This rule will not apply to evidence given before Statutory Committees with power to compel attendance and the giving of answers nor to evidence given in judicial enquiries

22 A Government servant may not take part in, or subscribe in aid of, any political movement in India or relating to Indian affairs Nor may he attend any political meeting his presence at which is likely to be misconstrued or to impair his public usefulness When

Political agitations and meetings.

[Home Department Circular No 11—670 88 (Public) dated the 18th March 1890]

[Home Department Circular No. 4015—24 (Public), dated the 16th December 1905.]

there is room for doubt whether any action which a Government servant proposes to take will contravene the provisions of this rule, he should refer the matter for orders to the local Government to which, or the Government servant to whom, he is immediately subordinate.

Voting at elections

23. (*a*) A Government servant may not, by canvassing or otherwise, interfere or use his influence in any way, in an election to a Legislative Council except that he may record a vote, if he is qualified to do so. In that case, he should, as far as possible avoid giving any indication beforehand of the direction in which he intends to vote.

(*b*) Government servants are to the same extent prohibited from taking part in elections to Municipal Committees, District Boards and Local Boards unless they are themselves candidates, who are legally eligible, and have obtained from proper authority such permission (if any) as is required to enable them to stand for election.

(*c*) This rule applies to whole-time Government servants only.

[Home Department Circular No. 30—1676-85 (Public), dated the 5th September 1890; Home Department Circular No. 1365—74, dated the 29th May 1900.]

Vindication of act and character of Government servants as such

24. A Government servant may not, without the previous sanction of the local Government, have recourse to any Court or to the Press for the vindication of his public acts or character from defamatory attacks. In granting sanction to the recourse to a court the local Government will in each case decide whether it will itself bear the costs of the proceedings, or whether the Government servant shall institute the proceedings at his own expense, and, if so, whether, in the event of a decision in his favour, the Government shall reimburse him to the extent of the whole or any part of the costs.

Nothing in this rule will limit or otherwise affect the right of any Government servant to vindicate his private acts or character.

Foot-note.—The Comptroller and Auditor General exercises the powers of a Local Government under these rules in respect of officers under his administrative control who are not appointed directly by the Government of India or by the Secretary of State.

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APPENDIX VI (2)

The Government Servants' Conduct Rules, 1935

The following resolution by the Secretary of State for India in Council is published for general information

Home Department Notification No F 50/2? Pu[illegible]d the [illegible] December 1935

3. *Gifts, gratuities and rewards.*—(1) Save as otherwise provided in this rule, no government servant shall, except with the previous sanction of the local Government—

(*a*) accept directly or indirectly on his own behalf or on behalf of any other person, or

(*b*) permit any member of his family so to accept,

any gift, gratuity or reward or any offer of a gift, gratuity, or reward from an Indian who is not related to him.

(2) A Political Officer may accept a ceremonial gift from the Prince or Chief of a State in India if the gift is such that a return gift will be made at the expense of Government. A gift so accepted shall be delivered to the Local Government.

(3) Subject to the provisions of any general or special order of the Local Government, a government servant may accept from any Indian a complimentary gift of flowers or fruit or similar articles of trifling value, but all Government servants shall use their best endeavours to discourage the tender of such gifts.

(4) Subject to the provisions of any general or special order of the Local Government, a government servant may accept, or permit any member of his family to accept, from an Indian who is his personal friend, a wedding gift of a value which is reasonable in all the circumstances of the case, and which, in the case of a wedding gift offered to a European government servant or to a member of his family, does not exceed Rs. 200. All government servants shall use their best endeavours to discourage the tender of such gifts and such acceptance or permission shall be reported to the Local Government, and, if the Local Government so requires, the gift shall be returned to the donor.

(5) If a government servant cannot, without giving undue offence, refuse a gift of substantial value from an Indian, he may accept the same, but shall, unless the Local Government by special order otherwise directs, deliver the gift to the Local Government.

(6) Subject to the provisions of any rules made by the Secretary of State in Council and of any special or general orders of the Local Government not repugnant to such rules, a medical officer may accept any gift, gratuity or reward offered in good faith by any person or body of persons in recognition of his professional services.

4. *Public demonstrations in honour of government servants.*—(1) Save as otherwise provided in this rule, no government servant shall, except with the previous sanction of the Local Government—

(*a*) receive any complimentary or valedictory address, accept any testimonial or attend any public meeting or entertainment held in his honour; or

(*b*) take part in the presentation of a complimentary or valedictory address or of a testimonial to any other government servant or to any person who has recently quitted the service of Government, or attend a public meeting or entertainment held in honour of such other government servant or person.

(2) Notwithstanding anything contained in sub-rule (1)—

(*a*) a Chief Commissioner may receive an address;

(b) a government servant may at the request of any public body sit for a portrait bust or statue not intended for presentation to him

(c) subject to the provisions of any general or special order of the Local Govt a government servant may take part in the raising of a fund to be expended in recognition of the services of any other government servant or of a person who has recently quitted the service of Government on the foundation of a scholarship or on any other public or charitable object or on the execution of any portrait bust or statue not intended for presentation to such other government servant or person

Provided that no government servant shall solicit any subscription in aid of such fund

(d) subject to the provisions of any general or special order of the Local Government a government servant may attend a farewell entertainment of a substantially private and informal character held as a mark of regard to himself or to any other government servant or to a person who has recently quitted the service of Government on the occasion of the retirement from the service or departure from a district or station of himself or such other government servant or person

5 *Presentation of trowels etc at ceremonial functions* —(1) No government servant shall except with the previous sanction of the Local Government receive any trowel key or other similar article offered to him at a ceremonial function such as the laying of a foundation stone or the opening of a public building

(2) Nothing in sub rule (1) shall apply to a Chief Commissioner to a Resident of the First Class to the Commissioner in Sind to a member of a Board of Revenue to a Financial Commissioner to a Resident of the Second Class or to a Commissioner of a Division

6 *Subscriptions* —No Government servant shall except with the previous sanction of the Local Government [illegible] accept from a Prince or Chief of any State in India or [illegible] any such Prince or Chief any subscription or other pecuniary [illegible] in [illegible] of any object whatsoever

7 *Lending and Borrowing* —(1) No [illegible] servant sh[illegible] money to any person possessing la[illegible] local lim[illegible] authority or except in the ordin[illegible] or firm of standing borrow mo[illegible] under a pecuniary obligation [illegible] authority or residing possess[illegible] business within the local lim[illegible]

Provided that th[illegible] of a government serv[illegible] the Co operative So[illegible] vincial Co-operative [illegible] Local Governme[illegible]

(2) When a [illegible] post of such [illegible]

or to whom he has otherwise placed himself under a pecuniary obligation will be subject to his official authority, or will reside, possess immovable property or carry on business within the local limits of such authority, he shall forthwith report the circumstances to the Local Government, and shall thereafter act in accordance with such orders as may be passed by the Local Government.

8. *Buying and selling houses and other valuable property.*—Save in the case of a transaction conducted in good faith with a regular dealer or permitted under Rule 9, a government servant who intends to transact any purchase, sale or disposal by other means of movable or immovable property exceeding in value Rs. 200 with an Indian residing, possessing immovable property or carrying on business within the local limits of the official authority of such government servant, shall declare his intention to the Local Government. The declaration shall state fully the circumstances, the price offered or demanded and, in the case of disposal otherwise than by sale, the method of disposal, and the government servant shall thereafter act in accordance with such orders as may be passed by the Local Government:

Provided that a government servant who is about to quit the local limits of his official authority may, without reference to the Local Government, dispose of any of his movable property by circulating lists of it among the public generally or by causing it to be sold by public auction.

9. *Holding or acquiring immovable property.*—(1) No government servant domiciled outside Asia shall, save in good faith for the purpose of residence, directly or indirectly hold or acquire immovable property—

(*a*) within the province in which he is employed or within any province with the administration of which he is concerned or within a State in India in which he is employed; or

(*b*) within any other province, except with the previous sanction of the Local Government; or

(*c*) within any other State in India, except with the previous sanction of the Governor-General in Council.

(2) No government servant domiciled in Asia shall, save in good faith for the purpose of residence, acquire any immovable property in India by purchase or gift, except with the previous sanction of the Local Government.

10. *Control over immovable property held or acquired by government servants.*—Subject to the provisions of any general or special order of the Local Government, every government servants or candidate for Government service shall make to the Government concerned, through the usual channel, a declaration of all immovable property in India from time to time held or acquired by him or by his wife or by any member of his family living with, or in any way dependent upon him. The declaration shall state the district or the State in India within which the property is situated and shall contain such further information as the Local Government may by general or special order require.

11. *Investments.*—(1) No government servant shall speculate in investments. For the purposes of this sub-rule, the habitual purchase

and sale of securities of notoriously fluctuating value shall be deemed to be speculation in investments.

(2) No government servant shall make any investment likely to embarrass or influence him in the discharge of his official duties

(3) If any question arises whether a security or an investment is of the nature referred to in sub-rule (1) or sub-rule (2) respectively, the decision of the Local Government thereon shall be final

12 *Promotion and Management of Companies* —No government servant shall, except with the previous sanction of the Secretary of State in Council, take part in the promotion registration or management of any bank or company

Provided that a government servant may with the previous sanction of the Governor General in Council enter into the service of a railway company

Provided also that a government servant may, in accordance with the provisions of any general or special order of the Local Government, take part in the promotion, registration or management of a Co operative Society registered under the Co operative Societies Act, 1912 (II of 1912) or under any Provincial Co operative Secieties Act

13 *Private trade or employment* —No government servant shall, except with the previous sanction of the Local Government, engage in any trade or undertake any employment or work, other than his official duties

Provided that a government servant may, without such sanction, undertake honorary work of a social or charitable nature or occasional work of a literary or artistic character subject to the condition that his official duties do not thereby suffer, but he shall not undertake, or shall discontinue, such work if so directed by the Local Government

14 *Insolvency and habitual indebtedness* —A government servant shall avoid habitual indebtedness If a government servant is adjudged or declared insolvent, or if a moiety of his salary is frequently attached for debt, has been continuously so attached for a period exceeding two years, or is attached for a sum which, in ordinary circumstances, he could not repay within a period of two years he may, unless he proves that the insolvency or indebtedness is the result of circumstances which, with the exercise of ordinary diligence he could not have foreseen or over which he had no control, and has not proceeded from extravagant or dissipated habits, he [illegible] to have contravened this rule. A government servant who [illegible] be or is adjudged or declared insolvent shall forthwith report [illegible] insolvency to the head of the office or department in [illegible] employed

15 *Communication of official [illegible]* [illegible] government servant shall, except in accordance with [illegible] general order of the Local Government [illegible] indirectly any official document or information to a [illegible] servant unauthorised to receive the same, to a [illegible] to the Press

16 *Connection with Press* —[illegible] with, and during the [illegible] Local Government, [illegible]

in the editing or management of any newspaper or other periodical publication.

17. *Anonymous publication of documents and anonymous communications to the Press.*—No government servant shall, in any document which he publishes anonymously or in any anonymous communication to the Press, criticise the policy or action of Government intemperately or unreasonably. A government servant shall in respect of any such publication or communication be subject to the provisions of Rule 15.

18. *Publication of documents and communications to the Press in the name of Government servants and public speeches.*—(1) No government servant shall, in any document published under his own name or in any communication made to the Press under his own name or in any public utterance delivered by him, make any statement of fact or opinion which is capable of embarrassing—

(*a*) the relations between the Governor-General in Council or any Local Government and the people of India or any section thereof, or

(*b*) the relations between His Majesty's Government or the Governor-General in Council and any foreign country or the Prince or Chief of any State in India.

(2) A government servant who intends to publish any document under his own name or to make any communication to the Press under his own name or to deliver any public utterance containing statements in respect of which any doubt as to the application of the restrictions imposed by sub-rule (1) may arise shall submit to the Local Government a copy or draft of the document which he intends to publish or of the utterance which he intends to deliver, and shall thereafter act in accordance with such orders as may be passed by the Local Government.

19. *Evidence before Committees.*—(1) No government servant shall give evidence before a public committee—

(*a*) in India, except with the previous sanction of the Local Government;

(*b*) outside India, except with the previous sanction of the Secretary of State in Council.

(2) No government servant giving such evidence shall criticise the policy or decisions of the Secretary of State, of the Governor-General in Council or of any Local Government.

(3) This rule shall not apply to evidence given before statutory committees which have power to compel attendance and the giving of answers, nor to evidence given in judicial inquiries.

20. *Taking part in politics and elections.*—(1) (i) Subject to any general or special order of the Local Government, no government servant shall take part in, subscribe in aid of, or assist in any way any political movement in India, or relating to Indian affairs.

Explanation.—The expression "political movement" includes any movement or activities tending directly or indirectly to excite disaffection, against, or to embarrass, the Government as by law established, or to promote feelings of hatred or enmity between different classes of His Majesty's subjects, or to disturb the public peace.

(ii) No government servant shall permit any person dependent on him for maintenance or under his care or control to take part in or in any way assist any movement or activity which is or tends directly or indirectly to be subversive of Government as by law established in India

Explanation—A government servant shall be deemed to have permitted a person to take part in or assist a movement or activity within the meaning of clause (ii) if he has not taken every possible precaution and done everything in his power to prevent such person so acting or if when he knows or has reason to suspect that such person is so acting he does not at once inform the Local Government or the officer to whom he is subordinate

(2) No government servant shall canvas or otherwise interfere or use his influence in connection with or take part in any election to a legislative body whether in India or elsewhere

Provided that a government servant who is qualified to vote at such election may exercise his right to vote but if he does so shall give no indication of the manner in which he proposes to vote or has voted,

(3) A government servant who issues an address to electors or in any other manner publicly announces himself or allows himself to be publicly announced as a candidate or prospective candidate for election to a legislative body shall be deemed for the purposes of sub rule (2) to take part in an election to such body

(4) The provisions of sub rules (2) and (3) shall so far as may be apply to elections to local authorities or bodies save in respect of government servants required or permitted by or under any law, or order of Government for the time being in force to be a candidate at such elections

21 *Vindication of acts and character of government servants as such*—(1) No government servant shall except with the previous sanction of the Local Government have recourse to any Court or the Press for the vindication of his official acts or character from defamatory attacks

(2) Nothing in sub rule (1) shall derogate from the right of a government servant to vindicate his private acts or character

22 *Membership of Service Associations*—No government servant shall be a member representative or officer of any association representing or purporting to represent government servants or any class of government servants unless such association satisfies the following conditions namely —

(a) Membership of the association shall be confined to a distinct class of government servant and shall be open to all government servants of that class

(b) The association shall not be in any way connected with or affiliated to—

(i) any association [illegible]

(ii) any federation of [illegible]

satisfy condition (a)

(c) the association shall not be in any way connected with any political party or organisation, or engage in any political activity;

(d) the association shall not—

(i) issue or maintain any periodical publication except in accordance with any general or special order of the Local Government;

(ii) except with the previous sanction of the Local Government, publish any representation on behalf of its members, whether in the Press or otherwise;

(iii) in respect of any election to a legislative body, whether in India or elsewhere, or to a local authority or body—

(A) pay, or contribute towards, any expenses incurred in connection with his candidature by a candidate for such election;

(B) by any means support the candidature of any person for such election; or

(C) undertake or assist in the registration of electors, or the selection of a candidate for such election;

(iv) maintain or contribute towards the maintenance of any member of a legislative body whether in India or elsewhere, or of any member of a local authority or body; or

(v) pay, or contribute towards, the expenses of any Trade Union which has constituted a fund under section 16 of the Indian Trade Unions Act, 1926 (XVI *of* 1926):

Provided that conditions (*a*) and (*b*) shall not be held to debar any government servant from remaining or becoming a member of the European Government Servants' Association or the Indian Officers' Association and that the Local Government may, for reasons to be recorded in writing, by general or special order, dispense with those conditions in the case of any other association.

23. *Control of government servants outside India.*—The Secretary of State in Council shall, for the purposes of these rules, be deemed to be the Governor-General in Council or the Local Government, as the case may be, in respect of a government servant who is on leave, or on duty, outside India.

24. *Saving.*—Nothing in these rules shall be deemed to derogate from the provisions of any law, or of any order of any competent authority, for the time being in force, relating to the conduct of government servants.

25. *Repeal.*—The Government Servants' Conduct Rules are hereby superseded in respect of government servants to whom these rules apply

GIPD—460 F&PD—15-2-36—450.

APPENDIX VII.

Regulations regarding honours and salutes contained in the King's Regulations for the Army and in the Army Regulations, India, Volume II.

Honours and salutes on parade

1 The honours and salutes to be given by troops on parade and by Guards of Honour, are as follows —

(i) *To the King* —On all occasions, Royal salute standards and colours lowered, officers saluting, men presenting arms, bands playing the National Anthem through

King's Regulations and Orders for the Army

(ii) *To Members of the Royal Family* —Same as (i), except that the bands will only play the first part (six bars) of the National Anthem

(iii) *To the Crown* —Royal salute, except that colours will not be lowered and bands will not play

(iv) *To Foreign Sovereigns Presidents of Republican States, and Members of Foreign Imperial Families* —Same as (i), or (ii) respectively, except that their own National Hymn will, where practicable, be played

These honours will be paid to the senior representative of each Foreign State present, but not to more than one representative of the same State on the same occasion

(v) *To a Viceroy, and to a High Commissioner, Governor or Lieutenant Governor of a Dominion Colony, Protectorate, or possession abroad, or Special Royal Commissioner, acting on behalf of the Sovereign, at State ceremonials such as the opening or closing the Session of a Colonial Legislature* —Same as (i) except that the bands will only play the first part (six bars) of the National Anthem

(vi) *To Field Marshals* —General salute, same as (iii), and regimental colours of all forces to be lowered, except when a member of the Royal Family is present

(*vii*) *To General Officers and Inspecting Officers below the rank of General Officer.*—General salute by the troops under their command; by mounted services, with swords drawn, officers saluting and bands playing the first part of a slow march; by dismounted services, officers saluting, men presenting arms, colours flying, bands playing the first part of a slow march, and drums beating; by corps not having bands, the trumpets or bugles sounding the salute, or the drums beating a ruffle.

(*viii*) *To Commanding Officers* (*if under the rank of General Officer*) *of Garrisons, Camps, or Stations.*—Honours (not extending to a salute of guns) due to the rank one degree higher than that which they actually hold.

(*ix*) *To Standards, Guidons, and Colours.*—When uncased, at all times, to be saluted with the highest honours, *viz.*, arms presented, trumpets or bugles sounding the salute, drums beating a ruffle.

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Officers acting in Civil Office.

2. Officers acting in any civil office are entitled during their tenure to all the honours or salutes appertaining to such office.

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Guards of Honour.

Guards of honour of 100 rank and file.

3. A guard of honour, as a general rule, of 100 rank and file with a Captain in command, two Subaltern officers (one carrying the standard of cavalry, or the King's colour of infantry), a proportion of Sergeants, and the regimental band will attend :—

(*i*) Upon the King and other Royal personages; and upon Presidents of those Republican States.

(*ii*) At State ceremonials.

Similar guards of honour, but with the regimental colour, will attend upon Governors and Lieutenant-Governors of His Majesty's possessions on such occasions as are customary within their Governments Guards of honour will not be detailed when the Governors and Lieutenant Governors are returning after leave of absence, the duration of which has not exceeded three months, nor when they are merely arriving at, or departing to or from one or other of the ports within their Government, nor on merely changing their residence

Guards of honour of 50 rank and file

4 A guard of honour of 50 rank and file, with two officers, one carrying the regimental colour, and a band, will attend—

(i) To receive a General Officer Commanding in Chief upon his arrival and departure, when carrying out an official inspection in his own district

(ii) When a Foreign General or Flag Officer lands at a military station within His Majesty's dominions to visit the civil governor or officer in command

(iii) When a General Officer Commanding in Chief abroad first takes up, and finally quits his command

(iv) When a Naval Officer of flag rank commanding in chief lands for the first time at a port within his command

(v) If deemed expedient to receive distinguished personages, other than those mentioned in paragraph 3, or on occasions not specified in paragraph 1, if it is deemed expedient

Guards and Sentries

Guards saluting

5 Guards, including guards of honour, mounted over the person ' Kin[illegible] and members Family will pay no compliments [illegible]

and members of the Royal Family; and guards, including guards of honour, mounted over Viceroys and Governors within their respective Governments will pay no compliments to officers or persons of lesser degree. When any such guards are visited by officers on duty, they will turn out to them with sloped arms. (Rifle regiments with ordered arms).

Compliments by guards.

6. Guards are at all times between "Reveille" and "Retreat" to turn out and pay the compliments specified in paragraph 1 to general officers in uniform and to civil governors within the limits of their jurisdiction. Guards and parties on the march will also pay the prescribed compliments to general officers in uniform.

Bugle and drum.

7. An officer under the rank of a General Officer is not entitled to the compliment of the bugle sounding the salute, or the drum beating a ruffle, when guards "present arms" to him. An officer not in uniform is not entitled to the compliment of a guard turning out, except members of the Royal Family, and Governors or Lieutenant-Governors within the precincts of their Governments.

Compliments to commanding officers.

8. Regimental guards will turn out, and present arms, once a day to their Commanding Officers, of whatever army rank.

To officers passing.

9. When a General Officer in uniform, or a person entitled to a salute, passes in rear of a guard, the commander is to cause his guard to fall in and stand with sloped arms, (Rifle regiments with ordered arms), facing the front, but no drum is to beat or bugle to sound. When such officers pass guards while in the act of relieving, both guards are to salute as they stand, receiving the word of command from the senior commander.

Guards to turn out under arms.

10. Guards are to turn out at all times when armed parties of any branch of the service

approach their posts, to armed corps* they will present arms, and before other armed parties they will stand with sloped arms, (Rifle regiments with ordered arms) They will not pay compliments between the sounding of "Retreat" and "Reveille", except to grand Rounds They will not turn out to unarmed parties A mounted party, armed, will draw and carry swords to all guards turning out to it

— *Page 149*— 11 Honours will be paid

Add after paragraph 11 the following new paragraph under the heading Guards of Honour and number it 12—

12 The instructions in the King's Regulations are, with the following additions applicable to India —

(i) A guard of honour of 100 rank and file with a Captain in command and two Subaltern officers (one carrying the standard of cavalry, or [illegible] ith a proportion of sergeant's anc [illegible] attend on His Excellency the Vi[illegible]

(ii) A guard of honour as in (i), but with the Regimental colour, will attend on—

(a) Governors and Residents, 1st class, when present officially at a State ceremony of the Supreme Government

(b) A Governor when he first takes up or relinquishes his appointment, when he holds a Durbar, and when he is present officially at a public civil ceremony at a military station within the limits of his jurisdiction

(c) His Excellency the Commander-in Chief in India on occasions of official visits

(d) Residents, 1st class, as ordered

(iii) A guard of honour of 50 rank and file, with two officers, band, and the regimental colour, will attend—

(a) On Governors when present officially at a military station outside the limits of their own jurisdiction

(b) On occasions of official visits of a General Officer Commanding-in Chief within his own command

(c) When a Resident, 1st class, first takes up or relinquishes his appointment when he holds a Durbar, when he is present officially at a public civil ceremony at a military station within the limits of his jurisdiction

(iv) In the absence of special instructions, the Officer Commanding the troops will decide whether the guard of honour should consist of British or Indian troops In the latter case the Captain will be replaced by a Subadar, and the Subalterns by Jemadars

Re-number present paragraphs 12, 13, 14, 15, 16 and 17 as paragraphs 13, 14, 15, 16, 17 and 18

(F. No. 193 H., … 1935)

and members of the Royal Family; and guards, including guards of honour, mounted over Viceroys and Governors within their respective Governments will pay no compliments to officers or persons of lesser degree. When any such guards are visited by officers on duty, they will turn out to them with sloped arms. (Rifle regiments with ordered arms).

Compliments by guards.

6. Guards are at all times between "Reveille" and "Retreat" to turn out and pay th ments specified in paragraph 1 to gener in uniform and to civil governors within th their jurisdiction. Guards and parties on will also pay the prescribed compliments officers in uniform.

Bugle and drum

7. An officer under the rank of Officer is not the complim bugle sounding the salute, or the dru ruffle, when guards "present arms" officer not in uniform is not entitled pliment of a guard turning out, excep the Royal Family, and Governors o Governors within the precincts of their

Compliments to commanding officers

8. Regimental guards will turn o arms, once Commandir whatever a

To officers passing

9. When a General Officer in person ent passes in the commander is to cause his guar stand with sloped arms (Rifle ordered arms), facing the front, bu beat or bugle to sound. When s guards while in the act of relie are to salute as they stand, re command from the senior com

Guards to turn out under arms.

10. Guards are to turn

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11 Honours will be paid [illegible] as follows :—

— *Page 149* —

Add after paragraph 11 the following new paragraph under the heading Guards of Honour and number it 12

12 The instructions in the King's Regulations are, with the following additions, applicable to India —

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(ii) A guard of honour as in (i), but with the Regimental colour, will attend on—

(a) Governors and Residents, 1st class, when present officially at a State ceremony of the Supreme Government

(b) A Governor when he first takes up [illegible] ment, when he holds a Durbar, and [illegible] officially at a public civil [illegible] the [illegible]

(c) His Excellency the C[illegible] in India on [illegible] occasions

(d) Residents 1st class [illegible]

(iii) A guard of honour of [illegible] the regimental [illegible]

[illegible]

attend on [illegible]

[illegible]

*By the expression [illegible] the normal [illegible] regiments [illegible]

By the expression "armed party" is [illegible] swords guns or rifles and mounted in the [illegible] or more tanks or armoured cars

†As prescribed in Infantry Training

and members of the Royal Family; and guards, including guards of honour, mounted over Viceroys and Governors within their respective Governments will pay no compliments to officers or persons of lesser degree. When any such guards are visited by officers on duty, they will turn out to them with sloped arms. (Rifle regiments with ordered arms).

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Compliments to commanding officers.

8. Regimental guards will turn out, and present arms, once a day to their Commanding Officers, of whatever army rank.

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Guards to turn out under arms.

10. Guards are to turn [illegible]

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(ii) A guard of honour as in (i), but with the Regimental colour, will attend on—

(a) Governors and Residents, 1st class, when present officially at a State ceremony of the Supreme Government

(b) A Governor when he first takes up or relinquishes his appointment, when he holds a Durbar, and when he is present officially at a public civil ceremony at a military station within the limits of his jurisdiction

(c) His Excellency the Commander-in-Chief in India on occasions of official visits

(d) Residents, 1st class, as ordered

(iii) A guard of honour of 50 rank and file, with two officers, band, and the regimental colour, will attend—

(a) On Governors when present officially at a military station outside the limits of their own jurisdiction

...casions of official visits of a General Officer Commanding ... than his own command

... class, first takes up or relinquishes his ... holds a Durbar, when he is present ... ceremony at a military station within

...s, the Officer Commanding the ... guard of honour should consist of ... tter case the Captain will be ... erns by Jemadars

...nd 17 as paragraphs 13

*By the express... ...rength namely a regi... ...ountain artillery with its guns ... ...panies, engineers of not less than 4 comp... ...or without colours battalion of tanks armour... ...or P A O C of not less than 4 companies

By the expression 'armed party' is meant ... swords, guns or rifles and mounted in the case of m... or more tanks or armoured cars

† As prescribed in Infantry Training

Ruling Prince or Chief entitled to	Guns.							When furnished.	When furnished.
	21	19	17	15	13	11	9		
(1) Guard of honour at point of entry (or departure), or at residence, as convenient.	100 Indian infantry with a Subadar, 2 Jemadars, band and regimental colour.			50 Indian infantry under an Indian officer.			..	For Ruling Princes or Chiefs with salutes of 21 and 19 guns at all military stations; for those with salutes of less than 19 guns, at presidency towns, and at any military station where it is usual to detail guards, or escorts, or both to attend on the Ruling Prince or Chief concerned, local precedents being followed.	(1) and (2) on arrival and departure on a visit other than private or to attend social gatherings or public amusements, also when attending a State ceremony to which he has been officially invited; (3) and (4) during residence; (3) may be increased for security.
(2) Escort thence, to or from residence, if available.	2 Non-commissioned officers and 12 sowars.			1 Non-commissioned officer and 8 sowars.			1 Non-commissioned officer, 3 sowars.		
(3) Guard on residence ..	2 Non-commissioned officers and 12 sepoys.			1 Non-commissioned officer and 6 sepoys.			..		
(4) Escort when the Ruling Prince or Chief goes out if available.	1 Non-commissioned officer and 3 sowars.						2 sowars.		

The guard of honour and all guards at the station visited will pay a Ruling Prince or Chief the compliments prescribed for a General Officer in uniform

SALUTES.

14 13. The instructions in the King's Regulations under this head are applicable to India The honours and salutes due to H E the Viceroy by troops on parade, will also be accorded to all heads of Administrations in India on occasions when they represent the Sovereign

Honours and salutes on parade

A general salute will be given—

(a) To Governors when attending a parade within their own Province other than that held on His Majesty's birthday, or on Proclamation day

(b) To the Chief Commissioner of the N W F Province, the Residents at Hyderabad and Mysore, the Agents to the Governor-General in Rajputana, Central India, and Baluchistan, when all the troops on the parade which they attend belong to their administrative area This last condition does not apply on the occasion of parades held on His Majesty's birthday, or on Proclamation Day

15 14. Guards and sentries will pay compliments as prescribed in the King's Regulations, but guards, including guards of honour, mounted over the residence of H E the Commander in Chief, or a G O C-in Chief within his own command, will pay no compliments to persons of lesser degree When such guards are visited by officers on duty they will turn out to them with sloped arms

Guards saluting

16 15. The Officers of the Political Department who rank in the table of precedence above Colonels are, within the limits of their jurisdiction, entitled to receive from guards

Compliments to Political Officers

and sentries the compliments prescribed for a General Officer in uniform. Other officers of the Political Department will, under similar circumstances, be paid the compliments due to a field officer.

17 ~~16~~. *Guards for Governors and Chief Commissioners.*—A guard of fifteen Indian Infantry and twelve Indian cavalry men as orderlies, will be furnished to a Governor or Chief Commissioner. When cavalry have to be sent from a distance, a detachment of twenty-eight rank and file under an Indian officer may be sent and relieved periodically. No military escorts will accompany these officials when touring, except in the case of the Chief Commissioners in Baluchistan and the N.-W. F. Province who are entitled to an escort of 1 section pack artillery, 2 troops Indian cavalry and one company Indian infantry. They will, however, be furnished on application with such military guards of honour as may be required for special ceremonial purposes at places visited by them in the course of their official tours. The strength of these guards will be as prescribed. Whenever considered necessary a detachment of Indian cavalry will also be furnished as an escort at a strength not exceeding two troops.

Artillery Salutes.

Rules in King's Regulations apply.

18 ~~17~~. The general rules laid down in the King's Regulations under this heading will be observed. Salutes will be fired at military stations. The artillery salutes authorised for India are detailed below. Those for Ruling Princes and Chiefs in the For. and Pol. Dept. Quarterly List.

ADDENDA AND CORRIGENDA TO THE MANUAL OF INSTRUCTIONS TO OFFICERS OF THE POLITICAL DEPARTMENT OF THE GOVERNMENT OF INDIA, 1924.

No. 27.

Page 153—For the present "Table of Artillery Salutes" *substitute* the following table —

153

TABLE OF ARTILLERY SALUTES.

(Referred to in paragraph 749, R. A. I.)

Persons.	No of guns	Occasions on which salute is fired.
Imperial salute	101	When the Sovereign is present in person.
Royal salute	31	On the anniversaries of the Birth, Accession and Coronation of the reigning Sovereign; the Birthday of the Consort of the reigning Sovereign, Proclamation day.
Members of the Royal Family	31	
Foreign Sovereigns and members of their families (a)	21	
Sultan of Zanzibar	21	
Ambassadors	19	
Prime Minister of Nepal (b)	19	
Governor of the French Settlements in India.	17	On arrival at, or departure from, a military station, or when attending a State ceremony.
Governor of Portuguese Ind[illegible]	[illegible]	

No. 37.

Page 153.—After "Plenipotentiaries and Envoys", *insert* the following:—

Maharaja of Bhutan 15

Persons	No of guns	Occasions on which salute is fired.
Viceroy and Governor General	31	On arrival at or departure from a military station with n Ind an territories or when attending a State ceremony
Covernors of Presidencies and Provinces in India	17	On assuming or relinquishing office whether temporarily or permanently On occasions of a publ c arrival at or departure from a military stat on and on formal ceremonial occasions such as arriving at or leaving a Durbar or when paying a formal visit to a Ruling Chief Also on occasions of private arrival at or departure from a military station if desired.
Residents 1st class	13	Same as Governors
Agents to the Governor Ceneral (Residents 1st class)	13	Same as Governors
Commissioner in Sind	13	Same as Governors
Residents 2nd class	13	On assuming or relinquish ng office and on occasion of a publ c arrival at or departure from a military station.
Agents to the Governor General (Residents 2nd class) (c)	13	On assuming or relinquish ng office and on occasion of a publ c arrival at or departure from a military station.
Political Agents (d)	11	On assuming or relinquish ng office and on occasion of a publ c arrival at or departure from a military station.
Commander in Chief in India (if a Field Marshal)	19	On assuming or relinquishing off ce On publ c arrival at or departure from a military station and on formal ceremonial occasions Also on occasions of private arrival or departure if desired.
Commander in Chief in India (if a Ceneral)	17	On assuming or relinquishing off ce On publ c arrival at or departure from a military station and on formal ceremonial occasions Also on occasions of private arrival or departure if desired.
Naval Commander in Chief East Indies Squadron (e)		Same as for m l tary officer of corresponding rank (*see* K ng s Regulations)
G Os C in C Commands (f)	15	On assuming or relinquishing command and on occasions of *publ c* arrival at or departure from a m litary station within their command. Also on occasions of private arrival or departure if desired.
Major Cenerals Commanding Districts (f)	13	On assuming or relinquishing command and on occasions of *publ c* arrival at or departure from a m litary station within their command. Also on occasions of private arrival or departure if desired.
Major Generals and Colonel Commandants Command ng Brigades (f)	11	On assuming or relinquishing command and on occasions of *publ c* arrival at or departure from a m litary station within their command. Also on occasions of private arrival or departure if desired.

(a) The Maharajadhiraja of Nepal and the Sultan of Maskat are included in the entry Foreign Sovereigns

he representative of the Nepal Government Commander in Chief Nepal Ceneral His Chandra Shumshere Jung Bahadur Rana, orded a personal salute of 19 guns

(c) The Agents to the Covernor General ~~Punjab States and~~ Madras States ~~are~~ Resid nt 2nd class all other Agents to the Governor General are Res dents 1st class

(D No 1673 H of 1927)

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TABLE OF ARTILLERY SALUTES

Referred to in A R I Vol II

Persons	No of guns	Occasions on which salute is fired
Imperial salute	101	When the Sovere gn is present In [illegible] son
Royal salute	31	On the anniversaries of the Birth Accession and Coronation of the reigning Sovereign the Birthday of the Consort of the reigning Sovereign the Birthday of the Queen Mother Proclamation day
Members of the Royal Family	31	On arrival at or departure from a military station, or when attending a State ceremony
Foreign Sovereigns and members of their families	21	
Maharajadhiraja of Nepal	21	
Sultan of Maskat	21	
Sultan of Zanzibar	21	
Ambassadors	19	
Governor of the French Settlements in India	17	
[illegible]	17	
[illegible]	17	
[illegible]	15	
[illegible]	15	
[illegible]	9	
[illegible]	9	
Viceroy and Governor General	31	On arrival at or departure from a military station within Indian territories or when attending a State ceremony
Governors of Presidencies in India	17	[illegible] whether temporarily [illegible] ture if desired
Governors of Provinces in India	15	Same as Governors of Presidencies
Residents 1st class	13	
Agents to the Governor General	13	
Commissioner in Sind	13	
Agent to the Governor in Kathiawar	13	
Residents 2nd class	13	On assuming or relinquishing office and on occasions of a public arrival at or departure from a military station
Political Agents (a)	11	
Commander in Chief in India (if a Field Marshal)	19	On assuming or relinquishing office On public arrival at or departure from a military station and on formal ceremonial occasions Also on occasions of private arrival or departure if desired
Commander in Chief in India (if a General)	17	
	9	
Naval Commander in Chief East Indies Squadron (b)		Same as for military officer of corresponding rank (see K R)
G Os C in C Commands (c)	15	On assuming or relinquishing command and on occasions of public arrival at or departure from a military station within their command Also on occasions of private arrival or departure if desired.
Major Generals Commanding Districts (c)	13	
Major Generals and Colonel Commandants Commanding Brigade (c)	11	

(a) Within the territories of the State to which they are attached

(b) According to naval rank with two guns added

(c) No military officer shall receive an artillery salute unless he is in actual military command and is the Senior military officer on the spot Attention is inv ted to the extra guns allowed for individuals

19 18. Salutes will not be fired on Sunday except to foreign ships-of-war. In other cases, they will be fired the following day. From the 15th April to 15th October salutes will not be fired in the plains between 8 A.M. and 5 P.M. unless specially ordered.

Salutes when fired.

20 19. The salutes which officials and others receive from His Majesty's ships are laid down in the King's Regulations and Admiralty Instructions.

Salutes by ships-of-war.

* * * * * *

20. *Funerals of Ruling Princes and Chiefs.*—When the funeral of a Ruling Prince or Chief passes through a military station the number of guns to which he was entitled when living will be fired as minute guns, the Union Jack being half-masted during the salute.

APPENDIX VIII.

Extracts from the Rules prescribing the respective duties of Civil and Military authorities in certain matters relating to the passage of troops on the line of march as laid down in Army Regulations, India, Volume II, Chapter XI and Appendix XVI.

(*Vide* para 96 of Manual)

Camping grounds

1 The civil authorities are responsible for maintaining all established camping grounds outside cantonments in good order The brigade commander will advise the civil officers concerned when camping grounds will be used by troops in order that the wells, etc, may be cleaned out beforehand When wells have not been in regular use for some time the brigade commander will have them inspected by a medical officer Camping grounds should not be cultivated and will be kept clear of jungle growth and planted with suitable shady trees

Itinerary of moves

2 When a unit is ordered to move by route march, the commander will inform the civil or political officers, through whose jurisdiction [illegible] passes of the itinerary of the march He [illegible] inform them of the strength of the party [illegible] probable date of arrival at ferries [illegible] where special assistance is required [illegible] civil authorities

Duties of Civil official attached to troops.

3 The civil or political officer [illegible] will detail a [illegible] other official to [illegible] the troops [illegible] to prevent the irregular sale of [illegible] to the troops on or near the routes [illegible] from the camp or its vicinity all [illegible]

The duties of this official [illegible] —

(i) He will be the [illegible] between the O C [illegible] nate civil [illegible] rally and [illegible] power to the O C [illegible]

(*ii*) He will settle, in communication with the O. C. troops, all disputes with inhabitants or with any transport establishments engaged by the civil authorities, within his power, and will be responsible for reporting cases beyond his power to his superior officer.

(*iii*) He will be provided with written instructions from the civil or political officer by whom he is appointed, defining his duties and powers, which he will show to the O. C. troops.

(*iv*) If irregularities committed by the troops are not discovered until they have proceeded outside the limits of the jurisdiction of the civil or political officer by whom he is appointed, he will send a full report of the occurrence to the brigade area commander in which it occurred, who will investigate and dispose of the matter.

Rest house fees.

4. All soldiers using rest houses or serais will pay the usual fees.

Supply arrangements.

5. The rationing of all troops, followers and government animals entitled to free rations and the providing of supplies on payment is the duty of the I. A. S. C. These supplies will be met by contract or by indent on the civil authorities, I. A. S. C. representatives being attached for disbursement of supplies. Demands for rations on I. A. F. S.-1526 will be sent to civil officers, and in the case of cantonments, to the S. S. O. at least a fortnight before the supplies are required. Changes in dates, routes or quantities of supplies demanded will be communicated at once to all concerned. The losses caused thereby will only be borne by the State when competent financial authorities are satisfied that the alterations were necessary. Losses due to excessive estimating will be borne by the unit responsible. A separate indent will be prepared to meet the requirements of advance parties. The indent form enumerates the articles which may be demanded, and any other articles shall be arranged for privately. The

advance party in conjunction with the I A S C will take over or reject supplies forwarded by the civil authorities When supplies are being inspected a civil official should be present Supplies can only be rejected by the I A S C and on the grounds that they are unfit for consumption If supplies are unfit owing to the fault of the unit payment will be made by the unit Demands for commodities such as sheep, fowls and eggs or for perishable articles will be made on the civil authorities, who will purchase the same and hand them over in bulk to the unit together with a bill made out at local rates and for the conveyance hire, if any The bill will be settled at once In case of disputes the opinion of the I A S C representatives will be taken and his decision will be final A copy of the report of any complaint regarding supplies will be sent to the civil officer of the district

Bazaars on line of march

6 The officer of the day will visit the bazaar frequently to see that the guard or military police, posted thereon are doing their duty and that no irregularities are permitted All irregularities will be brought to notice and dealt with at once The O C troops will ensure that he is readily accessible to any civil official or inhabitant who may be desirous of lodging a complaint The civil supply official should report to the O C each evening whether any claims remain unsettled and if so, the latter will personally see to their immediate settlement The civil official should endorse all receipt [illegible] payments made, and the O C troops will [illegible] receipts unless so endorsed

[illegible]

7 The O C troops is respon[illegible] to gov[illegible] per[illegible] or followers or personnel [illegible] complaints from the inhab[illegible] and settled if possible [illegible]

All camps will be [illegible] dition ready for [illegible]

Rules for the supply of carriage by the civil authorities, being Appendix XVI referred to in paragraph 561 of Army Regulations, India, Volume II.

Indents

8. Indents on the civil authorities for hired carriage required for the movements of troops or stores will be prepared on I. A. F. S.-1675, giving full details of requirements, and sent so as to reach the district or political officer concerned, if possible, not less than fifteen days (one month in Gwalior State) before the carriage is required.

Collection and payment

9. Hired carriage will not ordinarily be required to proceed beyond the limits of the next civil district on the route, but will be exchanged, if possible, at such stations as may be fixed by the local civil authorities. It will be paid for at the authorized local hire rates from the date on which it is engaged by the civil officer for the march to the date of its discharge, both inclusive. If double marches are undertaken double rates will be paid for each march. Half hire will be paid for the return journey from the exchanging station to the place where the carriage was engaged. If the carriage is taken beyond the exchanging station full hire will be paid for the return journey from the place where the carriage is released to the place where it was engaged, without any allowance for the halts. If the carriage has to be collected before the date on which it is required, the civil authorities will notify the indenting officer the time required for collection prior to the start, and the probable extra expense that will be incurred. Carriage which ordinarily ply for hire, and are on the list to be kept by the district officer will first be called upon, and the balance will be made up by impressment. Carriage indented for in excess of requirements and discharged, will be paid for at the full hire rate for each day or part of a day for which it is retained. If carriage is declared unserviceable through deliberate fault or culpable negligence of the cartman, by a committee of officers (which will include a civil officer) it will not be paid for. When chaudhris are engaged to collect carriage

their fees at the local rates will be paid by the Army Department

10 On engagement of the carriage, the civil or political officer will advance to the owners half the estimated hire for the full journey The carriage will be sent to the place required in charge of a tahsil or darbar official, who will hand to the indenting officer a detail of the composition of the carriage, authorized loads hire rates, owners' names, amount advanced and receipts for the same, and intimation as to the station at which the carriage should be exchanged (see I A F S 1675) The amount advanced will be at once repaid to the civil officer by the I A S C

Advances and handing over of carriage

11 The civil officer supplying the carriage will at the same time warn the civil officer at the first exchanging station of the transport requiring exchange, and the date and place at which it will be required, the latter will then proceed as in paragraph 10, and warn the next exchanging station Similar action will be taken at each exchanging station on the route

Exchanging station

12 Should any change be required *en route* in the original quantity and description of transport supplied, the Officer Commanding the troops will give the civil officer at the exchanging station concerned as much notice as possible

Change in original transport requirements

13 Carriage breaking down between exchanging stations should be replaced on the spot in communication with the local civil officials, and paid off If the advance received has not been liquidated the owner must refund the amount then due

Unserviceable carriage

14 On arrival at an exchanging station, or at destination, the carriage will be at once released and paid off by the I A S C Officer,

Discharge of carriage

if there is one, otherwise by a British officer of the marching unit in the presence of the civil official attached to the troops, the acquittance roll being signed by both and countersigned by the Officer Commanding. Any disputes will be referred to, and settled by, the district civil officer at the place at which the transport is released.

15. If carts are brought from a distance and detained at a camp of exercise, etc., the full rate of hire will be paid for each day for such detention. Carriage will not, however, be detained at a camp which lasts for five days or over, except in very special circumstances.

Detention of transport.

16. When carriage is discharged, a certificate in English and the vernacular should be given by the civil officer at the exchanging station, or by the civil officer accompanying the troops, to each person in charge thereof, to protect the carriage from being taken for the use of troops while on its return journey, unless such troops are marching in the direction of the owner's home. If so employed, the full hire rate will be paid

Protective certificate.

INSTRUCTIONS REGARDING MANŒUVRES AND TRAINING CAMPS FOR THE GUIDANCE OF CIVIL AND MILITARY OFFICERS.

(1) The term "civil" refers equally in the case of Indian States, to the Darbar or political officer as the case may be.

(2) The term district commander includes independent brigade commander.

I.—*General Principles.*

It is realised that the size of India, its varying conditions of climate, seasons and environment, combine to render it impracticable to compile a single set of rules to regulate the conduct of manœuvres which would be suitable for general application throughout the country. It has therefore been found preferable to issue certain general instructions, based on a few main principles, and leave their application in matters of detail to the mutual

good understanding and common sense of the civil, political and military officers whose duty it may be to apply them

The following are the main principles referred to —

(a) That training in the open country and manœuvres are a necessity for the efficiency of an army for the duties for which it is maintained, and also that if training is to be thorough it should take place, as often as possible, on ground new to the troops

(b) That as the burden or inconvenience caused by the incidence of manœuvres is one which, for obvious reasons cannot be equally shared by the community at large it is of the utmost importance that any such burden or inconvenience to the individual should be reduced to a minimum, and that any actual loss or damage, present or prospective, should receive early and adequate compensation

(c) That it is only by the closest co operation between military and civil officers that the above conditions are attainable

II —Selection of training and manœuvre areas

1 District commanders will, in co operation with the local civil authorities, prepare manœuvre maps of their commands, marking on them areas where troops can be readily concentrated and economically maintained with a minimum of disturbance, dislocation of business and inconvenience to the local population For this purpose local gazetteers should be freely consulted and will be found to be of much assistance These maps should be revised periodically and should show in distinctive colours the areas most suitable for divisional and brigade manœuvres, collective training of all units field firing and artillery practice camps

At such time as may be found mutually convenient, the district commander will, in consultation with the civil authorities, select the areas for

divisional and other manœuvres, practice camps etc., during the ensuing training season, the general principle being that as many years as possible should elapse between manœuvres in the same area—the minimum to be aimed at being one clear year. It should, however, be understood that this system of rotation of areas does not apply to ordinary collective training or to minor operations of two or three days' duration held in the vicinity of cantonments, when troops are self-supplied, nor to waste areas. Commanders concerned should, however, be careful to safeguard the interests of cultivators against any abuse of this principle.

3. The dates for the proposed manœuvres should be fixed after consultation with the civil authorities who should be provided as soon as possible with a map of the area and general information regarding the proposed disposition of troops and the general arrangements of supply during manœuvres.

III.—Field firing and artillery practice camps.

In framing a scheme for a field firing exercise the first consideration should be the selection of a tract of country, the temporary occupation of which will cause the least possible inconvenience to the inhabitants; it follows that waste land should, when practicable, be selected and that it will rarely be possible to make a field firing exercise a continuation or finale of manœuvres. A scheme should then be framed which will fit in with the ground chosen. If these principles be followed it should rarely be necessary to require the evacuation of villages. Should, however, such a course be unavoidable, all arrangements connected with the evacuation will be in the hands of the civil authorities who will, in consultation with the military authorities, decide the terms under which the evacuation will take place and the amount or scale of compensation, if any, for disturbance or loss of earnings to be paid to the inhabitants. The question of compensation should also be considered in cases where actual evacuation is held to be unnecessary and where a sufficient margin of safety can be

secured by confining inhabitants within certain limits. In all cases it should be clearly understood that mutual agreement, between the civil and military authorities as to the conditions under which the field firing may be held, must be reached before the exercise takes place, and sufficiently long beforehand so that arrangements for training may not be upset.

IV.—Compensation.

1. The machinery for assessment of compensation will vary according to circumstances. As a rule it will be preferable in the case of manœuvres to employ a staff of compensation officers—military and civil—the military side of the staff including, as a rule, Indian officers. If these compensation officers are unable to agree they must refer the matter for the decision of the civil district officer or corresponding authority. When a joint commission is not appointed, the civil authorities will be the sole arbiters, and their decision must be accepted.

2. The methods of assessing compensation can be best considered under two headings:—

(a) *Damage to movable or immovable property.*—Such as wells, walls, trees, houses and live stock, etc. In this case payment on the spot is preferable. Where a joint commission is employed, it will dispose of all claims on the spot, as far as possible, pay in cash the sum awarded to, and take an acquittance from the claimant. When there is no commission, claims will be referred to the local civil authorities for immediate disposal.

(b) *Damages to crops.*—With regard to what is considered "remediable" damage, such as damage caused by the movement of troops, it will usually be preferable, in the case of manœuvres, for the joint commission to arrange for payment of compensation on the spot direct to the injured individual. As an alternative, the civil officer should keep a progressive statement of the area damaged

together with a rough estimate of the amount of compensation to be finally awarded and keep the military commander concerned informed thereof at periodical intervals; the final award being made if possible when the harvest is gathered, or in the Punjab, where the harvest is late, before the end of March, so as to enable the charges to be debited to the training grant for the year. This latter course is one which will usually be the more convenient in the assessment of damage caused by troops training in the vicinity of cantonments.

3. It is of the first importance that the terms under which compensation shall be assessed should be decided before the training season by military and civil authorities in consultation, made known to all concerned, and that claims should be kept to the lowest figure by judicious selection of ground and avoidance of cultivated areas at a season when the crops are most susceptible of damage. The advice of civil officials on these points should always be obtained, and if it can be arranged that this can take the form of a series of lectures on local conditions and methods of cultivation in the district, the best results may be expected to follow.

4. As regards payment of compensation, the principle to be observed is that when possible payments should be made on the spot, direct to the claimant and through as few intermediaries as practicable.

5. In the case of manœuvres the cost of any distinguishing badges for, and any expenditure incurred on, the compensation staff will be defrayed out of the training grant.

6. Military officers are forbidden to award certificates to civil officials such as tahsildars, naib-tahsildars or kanungos.

V.—Transport and Supplies.

1. Government transport will be utilised as far as possible; when hired transport has to be resorted to and the assistance of the civil authorities in con-

nection with obtaining it is required, the rules laid down in Army Regulations, India, Vol II, paragraph 561 and Appendix XVI will be adhered to

2 As regards the collection of supplies, the rules contained in Army Regulations, India, Vol II chapter XI will be followed

In fixing the prices at which supplies locally pro curable are to be paid for, "price current" means the price at which the civil officer, having regard to the facilities for the supply at the halting place or camping ground, is prepared to deliver supplies thereat, and does not mean the price ordinarily prevailing in the neighbourhood

VI —Orders to be issued to the troops

Special orders on the following subjects will be issued, after consultation with the head of the civil district concerned by army, divisional or brigade headquarters concerned before the commencement of manœuvres, similar orders should also be included in the standing orders of each station for the guidance of officers conducting field training If properly carried out by responsible officers, such orders will tend to keep down needless claims for compensation and remove possible chances of friction between soldiers and villagers—

(*a*) Damage and loss of fruit, garden, field or farm produce, young or standing crops, etc

(*b*) Cutting or damage to trees, especially from camel grazing

(*c*) Destruction or damage to hedges, fences etc

(*d*) Officers' servants and camp followers

(*e*) Incomplete obliteration of latrines

(*f*) Restrictions regarding entrance into villages, places of worship, shrines, etc

(*g*) Restrictions as to destruction of peafowl, monkeys, pigeons, etc, in places where such are held sacred

(*h*) Duty of commanding officers to report at once any damage caused by troops

(*i*) Treatment of hired transport drivers

APPENDIX IX.

Instructions for the use of officers appointed as tutors and guardians to Ruling Princes and Chiefs or their sons.

Foreign Deptt. D. O. Circular to Local Governments and Political officers dated the 14th August 1909.

1. The guardian should understand that he is at the absolute disposal of his pupil at all times and that no private or personal considerations should stand in the way of his duty towards his charge.

2. It follows that he must give up for the time being any special pursuit or recreation in which he should happen to be interested unless he can conscientiously share it with his pupil.

3. He should be careful not to mix himself up in, or interfere with, local politics. If his pupil is a Ruling Prince's or Chief's son whose father is alive, he should take his instructions from, and defer to, the Prince or Chief in all matters and should have no dealings with any State official. In the case of a minor Ruler, whose State is under administration, he should similarly consider himself as directly subordinate to the Political Officer in charge. At the same time he should maintain friendly relations with all concerned in the administration of the State and should be careful not to prejudice the mind of his pupil against any particular official or noble of the State.

4. In some cases he may find himself in conflict with the ladies of the zenana, who are generally anxious to exercise as much influence as possible over a minor Ruler. This will give rise at times to a difficult situation, and much tact and patience will be required. In such circumstances he should be guided by his sense of duty towards his pupil, and while always studiously polite and considerate towards the wishes and even prejudices of the zenana ladies, he should be firm in carrying out the instructions he has received from the Political Officer, and in doing what he conceives best in the interests of his charge.

5. He should not attempt to influence his ward in matters of religion, except that he should encourage him to adhere to all State and religious customs and ceremonies until at any rate he is of sufficient age to judge of these matters for himself.

6. He should encourage his pupil to move in European society, to be loyal to the British connection, and to realise the benefits his State has derived from its dependence on the protection of the Paramount Power. But this does not imply any necessity for encouraging him to eat with Europeans, unless this is expressly desired by the boy's father, or to abandon any of the ancient and cherished customs of his race and religion.

7. He should enjoin upon his pupil the importance of keeping on good terms with his brother Princes and Chiefs, to give in on small and unimportant points of etiquette, if this will help to establish friendly relations, and not to despise or laugh at the ways and manners of Princes and Chiefs more old-fashioned than himself.

8. It is hardly necessary to lay down that on taking over charge the first point to look to will be the boy's morals and general behaviour, the formation in fact of his character; the second point, his health and the condition of his surroundings, and the third, the nature of his studies.

9. The first and second of these points, while they are far the most important, will at the same time be generally the most difficult to deal with, as long as the boy remains at home. It is most necessary that he should not be estranged or isolated from the society of his own people. At the same time he must, as far as possible, be kept away from flatterers and sycophants and especially, as he grows older, from the ever-present and degrading influences which would lead him into immorality of every kind. To protect him from this his time should be fully occupied with manly outdoor games and pursuits and his surroundings should be clean and healthy, to attain which local prejudices will have to be gradually surmounted by tact and personal influence and persuasion.

10. As regards studies these must of course be adjusted to the age and abilities of the pupil. But as boys in these days will probably join a Chiefs' college with their guardians, the latter's duties in this respect will generally consist in merely assisting his ward in preparing his lessons. If the boy has not yet joined a college, the guardian should ordinarily confine himself to teaching the boy to talk, read and write English. This will ensure him a good start on joining.

11. The guardian should not rebuke or criticise his pupil in the presence of servants or subordinates or except in special circumstances, before any other third party.

C. For. Dept. Cir. No. 219-I.B., dated 23rd Jan. 1912.

12. The direction contained in paragraph 3, that the guardian of a minor Prince or Chief whose State is under administration, should consider himself as directly subordinate to the Political Officer in charge, governs the case of a minor Ruler while in India; but when a minor Ruler is in England for education or similar purposes, the tutor or guardian is directly subordinate to the Secretary of State and to no one else, as regards all questions connected with the Ruler's education or the arrangements to be made for his comfort. In such cases, the Political Officer of the State should communicate with the Ruler or his guardian through the Government of India, though there is no objection, in questions of urgency, to his sending direct to the Secretary of State copies of important communications which he is making to the Government of India. The tutor or guardian, on the other hand, should correspond regularly with the Political Aide-de-Camp to the Secretary of State.

These instructions do not apply to references to an absent Ruling Prince or Chief regarding the current business of the State.

APPENDIX X.

Procedure to be observed in connection with the transfer of the services of a Government officer to another Government office or department.

1 It is the duty of a Government officer, who wishes to transfer his services to a different Government office or department, to obtain the consent of the authority which appoints to his existing post before taking up the new employment If he takes up the new employment without such consent, he commits a breach of discipline and is liable to be punished, in the last resource, by dismissal from his former post and consequent loss of pensionable service Resignation of his former appointment will not it should be noted, protect him from this penalty

2 In granting or withholding consent to the acceptance by a subordinate of other Government employment, the head of an office or department must consider whether the transfer will be consistent with the interests of the public service Permission should not be refused, however without strong reason, which should be recorded in writing

3 The head of an office or department shall not employ, either temporarily or permanently, an officer whom he knows, or has reason to believe to belong to another establishment without the previous consent of the head of the office or department in which he is employed In the rare case in which for reasons which appear satisfactory to the new employer an officer cannot obtain the required consent before taking up the new appointment, the employment may be made conditional on consent being obtained at the earliest opportunity

4 The foregoing instructions apply equally to officers on leave whether with or without allowances All leave allowances must *ipso facto* cease on the taking up of new employment other than work of a purely casual nature

[*Extract from Resolution by the Government of India in the Finance Department No 3205 P (Pensions and Gratuities) dated the 27th June 1910*]

APPENDIX XI.

(*Vide* PARA. 10 OF MANUAL.)

Return of deaths of European Officers (including members of the Civil Service of India) and pensioners in ______ for the month of ______.

Name.	Date of death.	Place of death.	Occupation at time of death.	Age at time of death.			Place of birth.	Particulars as to family connections.	Particulars as to property (if any).	Length of service.*	Cause of death.	Address in England of relatives if known.
				Y.	M.	D.						

*The information is not required in the case of pensioners.

APPENDIX XII.

Rules regulating the admission of officers to the Political Department of the Government of India.

I Rules regulating the admission of Junior Military officers to the Political Department

In supersession of the orders contained in the Notification by the Government of India in the Foreign Department, No 1680 G, dated the 27th July 1906 the Governor General in Council is pleased to publish the following rules regulating the admission of junior military officers to the Political Department of the Government of India —

O, For Dept. Notfns No 3103 Est. A. dated 6th Oct 1910 and No 2016 Est A., dated 31st August 1914 and 135 Est A, dated 25th Jan. 1916

1 All applications for employment in the Political Department should be submitted officially though the proper channels, with information in the form attached Such applications will be considered in the Foreign and Political Department and each candidate will be duly informed, through the military authorities, of the result of his application Applications should not be submitted until the applicant has passed all the prescribed examinations for admission to the Indian Army, and officers will not be appointed to the Department until they have qualified for promotion to the rank of Captain

Officers are not ordinarily eligible for appointment to the Political Department if they are married *

2 The name of an accepted candidate for the Political Department will ordinarily be removed from the list (a) in the event of his marriage, or (b) if he should obtain any other permanent extra regimental employ, e g in the Bombay Political Department, or the Military Accounts Department, or (c) when he completes seven years' army service, or attains the age of twenty seven years 26 yrs

*Note This rule does not apply in the case of Indian officers

3. In making selections much weight will be given to linguistic atainments, especially in the languages specified in the margin.

Urdu and Hindi, Persian, Pushtu, Arabic, Russian, French.

4. Officers selected for employment in the Political Department will be required to undergo a medical examination.

5. First appointments to the Political Department will ordinarily be made with effect from the 1st April in each year; and all officers who are appointed to the Department will be on probation for a period of not less than three years, from date of first appointment.

6. An officer, on first appointment to the Political Department, will, as a general rule, be attached to a district in the United Provinces of Agra and Oudh for a period of not less than eighteen months, to undergo a course of training in revenue and judicial work similar to that prescribed for Assistant Collectors in that Province, and to acquire proficiency in Urdu. During this period he will be required to pass a departmental test, which will be identical with that prescribed for members of the Indian Civil Service in the United Provinces, except that (1) the use of books will be allowed in all subjects, except in Urdu and in Treasury and Accounts, (2) Probationers will not be expected to pass the local examination in Hindi. Particular importance will be attached to a probationer's ability to speak Urdu fluently and in a manner befitting the occasion. An officer who has passed the Proficiency examination in Urdu will be exempted from further examination in that language while undergoing training in the United Provinces.

7. Should an officer fail to pass the departmental examination within the period of his training, he will ordinarily revert to military duty.

8. On the expiry of the period of preliminary training, a probationer will be posted for six months to an Indian State or a Frontier District, for training in political or frontier work. At the end of this

period, his general knowledge of Indian History and political subjects or frontier conditions will be tested by examination which will be both oral and in writing and include questions on the following works —

For officers under training in an Indian State

(a) Lyall's "Rise and Expansion of the British Dominion in India"

(b) The introduction to Aitchison's Treaties for Central India or Rajputana as the case may be, and

(c) The Political Department Manual

For officers under training on the Frontier

(a) Lyall's "Rise and Expansion of the British Dominion in India"

(b) The introduction to Aitchinson's treaties in regard to Afghanistan

(c) Articles in the Imperial Gazetteer on the North West Frontier Province and Baluchistan

Candidates will also be expected to have some knowledge of standard works bearing on the country, in which they are serving, *i e*, in the case of—

Indian States—Tod's "Rajasthan," Malcolm's "Central India," Sleeman's "Rambles and Recollections," Lyall's "Asiatic Studies," and in the case of—

The Frontier—Edwardes' "Year on the Punjab Frontier" Thornton's "Life of Sir Robert Sandeman," Chirol's "The Middle Eastern Question"

9 During the period of an officer's probation, reports on his work and general suitability for the Political Department will be submitted once every six months through the proper channels, by the Collector or Political Officer under whom he is serving Should an officer marry during this period he will ordinarily revert to military duty

10. Nothing in these rules shall interfere in any way with the absolute discretion of the Viceroy to select any officer for the Political Department.

Information to be supplied by a candidate for Political employ.

1. Name and profession of father.	1.
2. Date of candidate's birth.	2.
3. Where educated. Length of stay at school. Highest form reached and distinctions gained there. Place in Sandhurst, entrance and final examinations. Prizes won there.	3.
4. Language qualifications, stating degree of proficiency and examinations (if any) passed in each.*	4.
5. Whether qualified for promotion to the rank of Captain.†	5.
6. Brief statement of how and where army service has been passed.	6.
7. Particulars as to any active service in the field.	7.
8. Whether married or single . .	8.
9. Whether free from debt . .	9.
10. Names of any near relatives who have served or are serving in India.	10.
11. Names of persons other than immediate military superiors who can testify to character and qualification.	11.

*Particulars of language examinations passed after submission of this application should be reported without delay, through the usual channel, to the Secretary to the Government of India in the Foreign and Political Department.

†Accepted candidates who have not so qualified should report to the Secretary to the Government of India in the Foreign and Political Department, through the usual channel, as soon as they pass the examinations for promotion."

Information to be supplied by the Office Commanding ————Regiment respecting Lieutenant————, an applicant for Political employ

This form should be forwarded through the proper channel, for transmission with remarks, to the Military Secretary, Army Headquarters, by whom it will be transferred to the Secretary to the Government of India in the Foreign and Political Department

1 How long have you been acquainted with Lieutenant ————?	1.
*2 Would you recommend him for the appointment of Adjutant?	2.
*3 Do you consider him suited for Staff employ?	3.
*4 Is he popular—	4
(a) with his brother British officers, and	(a)
(b) with the Indian ranks?	(b)
*5 Do you consider that he shows tact in dealing with Natives of *India*?	5
6 Give the Medical Officer's opinion respecting his physique and general health	6
7 Is he of active habits and proficient in field sports?	7.
8 Is he a good, bad or indifferent horseman?	8.
*9 Do you consider him to be in general ability above, up to, or under the average of his rank and service?	9.
10 Has Lieutenant ———— in any way specially distinguished himself?	10.
*11 Add any general remarks you may have to offer in respect to his ability, character, etc.	11

*It will be convenient if reasons are given for the replies to these questions, which should usually be answered in some detail.

II. *Rules regulating the admission of junior members of the Indian Civil Service to the Political Department.*

Cf. For. Dept. Notfn. No. 3104-Est. A., dated 6th Oct. 1910, and Notfn. No. 724-Est. A., dated 15th April 1915.

In supersession of all previous orders on the subject, the Governor General in Council is pleased to publish the following rules regulating the admission of junior members of the Indian Civil Service to the Political Department of the Government of India.

1. All applications for employment in the Political Department should be submitted officially through the proper channels, with information in the form attached. Such applications will be considered in the Foreign and Political Department, and each candidate will be duly informed, through the Local Government under which he is serving, of the result of his application.

2. The choice of probationers will ordinarily be made from officers of not more than three or four years' service, but the Viceroy reserves full discretion to select any officer of any standing.

3. A married officer will not ordinarily be eligible for admission to the Political Department, and the name of an accepted candidate will ordinarily be removed from the list in the event of his marriage.*

4. Officers selected for employment in the Political Department will be required to undergo a medical examination.

5. An officer selected for the Political Department will be on probation for a period of three years. During this period, reports on his work and general suitability for the Department will be submitted once every six months through the proper channels by the Political Officer under whom he is serving. Should any officer marry during this period he will ordinarily revert to his Province.*

6. An officer will, on selection, be posted for six months to an Indian State or a Frontier District for training in political or frontier work. At the end

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**Note*.—This rule does not apply in the case of Indian officers.

of this period his general knowledge of Indian History and Political subjects or frontier conditions will be tested by examination which will be both oral and in writing and include questions on the following works —

For officers under training in an Indian State

(*a*) Lyall's "Rise and Expansion of the British Dominion in India,"

(*b*) The introduction to Aitchinson's Treaties, for Central India or Rajputana as the case may be, and

(*c*) The Political Department Manual

For officers under training on the Frontier

(*a*) Lyall's "Rise and Expansion of the British Dominion in India"

(*b*) The introduction to Aitchison's Treaties in regard to Afghanistan.

(*c*) Articles in the Imperial Gazetteer on the North West Frontier Province and Baluchistan

Candidates will also be expected to have some knowledge of standard works bearing on the country in which they are serving, *i e*, in the case of—

Indian States —Tod's "Rajasthan," Malcolm's "Central India," Sleeman's "Rambles and Re collections," Lyall's "Asiatic Studies",

and in the case of —

The Frontier —Edwardes' "Year on the Punjab Frontier," Thornton's "Life of Sir Robert Sandeman," Chirol's "The Middle Eastern Question"

7 An officer will not be confirmed in the Political Department unless he can speak Urdu fluently and in a manner befitting the occasion

Information to be supplied by a member of the Indian Civil Service who is a candidate for Political employ.

1. Name and profession of father	1.
2. Where educated	2.
3. University honours and distinctions.	3.
4. Language qualifications, stating degree of proficiency and examinations (if any) passed in each.	4.
5. Brief statement of how and where service has been passed.	5.
6. Whether married or single	6.
7. Names of any near relatives who have served or are serving in India.	7.
8. Names of persons, other than immediate superiors who can testify to character and qualifications.	8.

Dated the of 19

Information to be supplied by his immediate superiors respecting , an applicant for Political employ.

(*This form should be forwarded through the Local Government for transmission, with remarks, to the Secretary to the Government of India in the Foreign and Political Department.*)

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1. How long have you been acquainted with ?	1.	
*2 Is he popular—	2.	
(a) with his brother British officers and in society generally ?		(a)
(b) with those Natives of India with whom his duties or relations bring him into contact ?		(b)
*3 Do you consider that he shows tact in dealings with Natives of India ?	3.	
4. Give a Medical Officer's opinion respecting his physique and general health.	4	
5 Is he of active habits and proficient in field sports ?	5.	
6 Is he a good, bad, or indifferent horseman ?	6.	
*7. Do you consider him to be in general ability above, up to or under the aver ge of his rank and service ?	7	
8 Has in any way specially distinguished him self ?	8	
*9 Add any general remarks you may have to offer in respect to his ability, character, etc	9	

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* It will be convenient if reasons are given for the replies to these questions, which should usually be answered in some detail.

APPENDIX XIII.

Dress Regulations for Officers of the Political Departments ~~under~~ the Government of India ~~and the Government of Bombay~~.

I.—These regulations apply only to officers serving in the Secretariat of the Foreign and Political Department, to officers on the graded list of the Political Department of the Government of India, and to officers appointed permanently to the Political Department of the Government of Bombay.

II.—For the purposes of these regulations officers are divided into three classes:—

Class I.—The Secretaries in the Foreign and Political Department, Agents ~~to the Governor-General, Residents of the 1st class, and the Agent to the Governor of Bombay in Kathiawar~~.

Class II.—The Deputy Secretaries, and Under Secretary in the Foreign and Political Department and all officers of the Political Department of the Government of India ~~or of the Government of Bombay~~ who are in receipt of a pay of more than Rs. 1,250 a month.

Class III.—Officers of the Political Department of the Government of India ~~or of the Government of Bombay~~ who are in receipt of a pay of Rs 1,250 a month or less.

NOTE.—The term "pay" does not include the personal allowance of officers of the Indian Civil Service or the Punjab Commission but does iclude overseas pay.

CORRIGENDUM TO THE MANUAL OF INSTRUCTIONS TO OFFICERS OF THE POLITICAL DEPARTMENT OF THE GOVERNMENT OF INDIA, 1924.

No. 57.

For pages 180 to 187 substitute the following.

Dress Regulations for Officers of the Political Department of the Government of India.

I.—These regulations apply only to officers serving in the Secretariat of the Foreign and Political Department and to officers on the graded list of the Political Department of the Government of India.

II.—For the purposes of these regulations officers are divided into three classes :—

Class I.—The Secretaries in the Foreign and Political Department, Agents to the Governor General and Residents of the 1st and 2nd class and officers of the Political Department of the Government of India of 23 years civil service and upwards.

Class II.—Officers of the Political Department of the Government of India of 10 years civil service and upwards.

Class III.—Officers of the Political Department of the Government of India of less than 10 years civil service.

III.—FULL DRESS AND LEVEE DRESS UNIFORM.

The Full Dress uniform prescribed for all three classes is as given below : the only difference between the classes is in the pattern of the embroidery on the collar of the coat.

COATEE.—Dark blue cloth, single-breasted, stand collar. The collar and gauntlet cuffs are of black velvet, and pocket flaps of blue cloth. Nine buttons up the front (to button), two at the waist behind and two at the bottom of the back skirts. Black silk lining. A white collar may be worn inside the coat.

Class I.—Embroidered in gold according to the pattern of 3rd class English Civil Levee uniform.

Class II.—Embroidered in gold according to the pattern of 4th class English Civil Levee uniform.

Class III.—Embroidered in gold according to the pattern of 5th class English Civil Levee uniform.

BUTTONS.—Gilt, mounted, the Royal Arms with supporters.

NOTE.—Wherever the words "gilt buttons" occur hereafter, it is to be understood that this pattern of button, in three sizes, is referred to, and no other.

HEAD-DRESS.—Black beaver cocked hat, black silk cockade, with plaited gold bullion loop and black ostrich feather border. No tassels.

BREECHES.—White kerseymere with three covered buttons and gilt buckles at the knees.

HOSE.—White silk.

SHOES.—Black patent leather with gilt buckles.

SWORD.—English pattern with black scabbard and gilt mountings.

SWORD-KNOT.—Gold lace strap with bullion tassel.

SWORD-BELT.—White web, with white cloth frog.

GLOVES.—White kid.

Levee dress will be the same as that prescribed for Full Dress with the following exceptions:—

(*i*) Trousers.—Dark blue cloth, with gold oak-leaf lace on the side seams $1\frac{3}{4}$ inches wide, with straps.

(ii) Boots —Patent leather, Wellington.

(iii) Sword belt —White web, with blue cloth frog.

NOTE 1 —The helmet prescribed for use with the "Undress Uniform" should be worn with 'Levee Dress' in the day time, and not the beaver cocked hat referred to above

NOTE 2 —Full dress is usually worn at Investitures, State balls concerts and drawing rooms and at State ceremonies in the evening

Levee dress is worn at Levees and official visits, official arrivals and departures

At State ceremonies at which full dress (with trousers) or Levee dress is prescribed an officer on mounted duties will wear the undress uniform prescribed below for mounted duties

NOTE 3 —In lieu of full or levee head dress Indian gentlemen may, if they so desire wear a white puggri with ½ inch gold French braid

IV.—UNDRESS UNIFORM.

For all classes

FROCK COAT —Blue cloth, double breasted, roll collar, trimmed with ¼ inch black mohair braid on edges and collar, and five loops of the same braid on each side of the breast, fastening with netted cap buttons Back pleat edged with black mohair braid, forming a crow's foot at top, two cap buttons at waist Sleeves ornamented with ¼ inch black mohair braid, forming a crow's foot six inches from bottom of cuff Shoulder straps of twisted gold cord, fastening with a small gilt button

FALSE VEST.—White cloth, no collar, V shape opening, about 1¼ inches, to show the knot of a black silk scarf, edged with gold Russia braid, fastening with hooks and eyes.

FORAGE CAP.—As for staff officers in army with gold embroidered Lion and Crown badge, with following exceptions :—

Classes II and III.—Peak black patent leather, with a row of gold embroidery with usual twisted purl edging ½ inch total width.

Class I.—Same as for Classes II and III, but the embroidery on peak to be ⅞ inch wide

The band for each class to be of white cloth.

The Forage cap to be fitted with a removable white *pique* cover and a similar khaki drill cover for use as circumstances require.

Great coat and cape.—Dark blue cloth, double-breasted. Two rows of gilt buttons down front, six buttons in each row and 6 inches apart across. Stand and fall collar of black velvet. Loose round cuffs, 6 inches deep. Pockets at sides with flaps. The coat to reach within a foot of the ground, with an opening behind about 26 inches long, and a gusset extending to the bottom with a tab and button to close it when worn on foot. Blue cloth back strap with gilt buckle two inches wide to confine the coat at waist. Two openings at side seams, with pointed flaps 11 inches long and three gilt buttons. Sword slit on left side. The coat to be lined with scarlet Italian or Rattinet. Cape of blue cloth to reach to the knuckles. Lined black. Four medium gilt buttons down front to button through, and a gilt hook and chain at the neck. The cape should button on to the collar of the coat; but the coat and cape may be worn together or separately.

Helmet.—White Wolseley regulation, gilt spike and floral base. Puggri white muslin, with ¼ inch gold French braid showing ½ inch from top edge of puggri. Chin-strap of light metal gilt on white leather. Chin-strap to be worn looped up except on mounted duties.

Overalls.—Blue cloth, with gold oak-leaf lace, one inch wide, with straps.

Boots.—Wellington.

Spurs.—Box, brass, swan-necked.

Sword.—Mameluke pattern, brass scabbard.

Sword-belt.—Gold oak-leaf lace, 1½ inch wide, with slings one inch wide, on white Morocco leather. Waist plate round gilt clasp. Royal coat-of-arms on centre-piece, universal ends.

Gloves.—White dog-skin.

(For mounted duties.)

Breeches.—Blue cloth, with gold oak-leaf lace, one inch wide.

BOOTS —Black leather knee boots, military pattern

SPURS —Brass, swan necked, with chains and straps

SADDLERY —Plain hunting saddle and bridle

NOTE 1 —In lieu of a helmet Indian gentlemen may if they so desire wear a white puggri with ¼ inch gold French braid

NOTE 2 —Medal ribbons will be worn with undress uniform

V —EVENING DRESS

For all classes

COAT —Blue cloth evening coat, white silk facings one inch from edge of lapel, white silk lining, black velvet collar and cuffs, gilt buttons, four small gilt buttons on cuffs

WAIST COAT —White marcella, single breasted, with three or four small gilt buttons.

TROUSERS —Plain black cloth

SHOES —Black Oxford

TIE —White

VI —HOT WEATHER UNIFORM

For Class III

COAT —White cotton drill patrol coat Stand and fall collar Five medium gilt buttons down front Two patch breast pockets with box pleat and pointed flap, each buttoned with a small gilt button On shoulders a double line of white round cord (not twisted) with a small gilt button at top

Sleeves trimmed with a chevron of white cotton one inch braid traced above and below, and finishing in a knot, both above and below the chevron point.

For Classes I and II.

As for Class III with following additions:—

Collar to be edged with white cotton [illegible]
with a row of tracing braid [illegible]
an eye in each corner, and
white cotton [illegible] inch braid

seams with a row of tracing braid on each side, forming three eyes at top at angles formed by braid.

Shoulder straps of gold twisted cord.

TROUSERS.—White cotton drill, with black leather foot-straps.

FORAGE CAP.—Same as for undress uniform.

HELMET, BOOTS, SPURS, SWORD AND SWORD-BELT.—Same as prescr.bed for undress uniform. Belt to be worn under the coat.

GLOVES.—Gloves are not worn with the Hot Weather Uniform.

NOTE.—This uniform will be worn during the hot weather months in substitution either for the full dress or undress uniform prescribed above. When the uniform is worn as full dress, medals and decorations will be worn. When it is worn as undress, ribbons only to be worn.

VII.—HOT WEATHER EVENING DRESS UNIFORM.

For all classes.

White drill mess jacket, roll collar, sleeves plain with pointed cuffs 5 inches high at point and 2½ inches behind. Three small gilt buttons on cuffs.

Shoulder cords as for hot weather uniform.

White waist-coat as for ordinary evening dress uniform; or a plain white *kamarband* may be worn if preferred.

White drill overalls, with black leather foot-straps, or trousers without foot-straps, as directed for any particular station.

Tie, black.

NOTE.—Spurs should be worn when overalls are worn.

VIII.—SERVICE DRESS.

For all classes.

COAT.—Plain khaki, open at the throat, with two breast and two side pockets, without shoulder straps or badges of rank but with white cloth tabs sewn on to the reverse of collar, 2½ inches long × 1¼ inches wide, pointed at the outer end, a loop of gold Russia braid in centre of tab, with

a gilt stud at the end near the point. Medium leather covered buttons in front and small on pockets.

SHIRT.—Khaki.

TIE.—Khaki.

BREECHES.—Khaki, or drab Bedford cord.

HELMET.—Regulation khaki, without a spike or chain, leather chin-strap.

SWORD.—Regulation cavalry pattern, with wooden scabbard, covered with brown leather.

BELT.—Brown leather, Sam Browne pattern.

BOOTS —Brown, field boots, or brown laced ankle boots with brown gaiters or puttees.

SPURS.—Jack, nickel-plated.

CAP.—Same as for undress uniform.

GLOVES.—Brown regulation.

NOTE 1 —On service, the ordinary undress uniform will be used as full dress

NOTE 2 —When on active service with troops Political officers may, if they hold permanent or temporary Military rank, wear plain khaki shoulder straps with their badges of Military rank, if they so desire

NOTE 3 —In lieu of a khaki helmet, Indian gentlemen may, if they so desire, wear a khaki puggri

IX.—Officers now in possession of the uniform previously prescribed may continue to wear it until such time as their present uniform requires renewal. It should, however, be observed that the old pattern uniform can be converted in accordance with the present Regulations with little difficulty or expense.

X.—Officers are not obliged to provide themselves with Service dress until ordered on service.

XI.—Military officers may wear their military uniform, if preferred, until such time as they are permanently brought on to the graded list of the Political Department. Military officers who hold an *ex-officio* political appointment conjoined with a military appointment, such as the Commandant of the Mewar Bhil Corps, etc., will wear their military uniform.

XII.—The possession of the hot weather [illegible] dress uniform is optional.

XIII.—Officers of the Political Department of the Government of India when on leave in

otherwise present there during their service, will be permitted to wear their uniform at the Court of His Majesty the King-Emperor.

XIV.—Retired officers who when last on duty in India were entitled to wear uniform, will be permitted to wear their uniform at the Court of His Majesty the King-Emperor and when living in India, at Government Houses and on any occasion on which, before their retirement, they would have worn it.

XV.—Officers whose retirement is due to misconduct will not enjoy the privilege conferred by rule XIV.

(File No 105-H. of 1932.)

GIPD—M300F&PD—13-10-32—450.

AMENDMENT TO THE POLITICAL DEPARTMENT MANUAL.

No 52.

The following shall be substituted for Appendix XIII :—

Dress Regulations for Officers of the Political Department of the Government of India.

I —These regulations a [illegible] in the Secretariat of the F[illegible] ment and to officers on th[illegible] Department of the Government of India

II —For the purposes of these regulations officers are divided into two classes —

Class I —All officers of the Political Department of the Government of India whose time scale pay, excluding overseas pay, is Rs 1,800 *per mensem* or over

Class II —Officers of the Political Department of the Government of India whose time scale pay, excluding overseas pay, is under Rs 1,800 *per mensem*

FULL DRESS AND LEVÉE DRESS UNIFORM.

III —The Full Dress uniform prescribed for classes I and II is as given below the only difference between the classes is the pattern of the embroidery on the coat

	Class I	*Class II*
Coat	Blue cloth with lining of black silk, black velvet collar and cuffs, the coat embroidered in gold according to the pattern of 3rd class English Civil Levée uniform, buttoned at the throat with black stock White collar may be worn inside the coat	Blue cloth with lining of black silk, black velvet collar and cuffs, the coat embroidered [illegible] collar may be worn inside the coat
Button	Gilt, mounted, the Royal Arms with supporters.	

NOTE —Wherever the words "gilt buttons" occur hereafter, it is to be understood that this pattern of button, in three sizes, is referred to, and no other

ad dress. Black beaver cocked hat, black silk cockade, with plaited gold bullion loop and black ostrich feather border. No tassels.

eches. White kerseymere with three covered buttons and gilt buckles at the knees.

gs. White silk.

oes. Black patent leather with gilt buckles.

ord. English pattern with black scabbard and gilt mountings.

ord-knot. Gold lace strap with bullion tassel.

ord-belt. White web, with white cloth frog.

loves. White kid.

Levée dress will be the same as that prescribed for Full Dress with the following exceptions :—

(*i*) Trousers.—Blue cloth, with gold oak-leaf lace on the side seams $1\frac{3}{4}$ inches wide, with straps.

(*ii*) Boots.—Patent leather, Wellington.

(*iii*) Sword-belt.—White web, with blue cloth frog.

Note 1.—The helmet prescribed for use with the "Undress Uniform" should be worn with "Levée Dress" in the day time, and not the beaver cocked hat referred to above.

Note 2.—Full dress is usually worn at Investitures, State balls, concerts and drawing rooms and at State ceremonies in the evening when ladies are present.

Levée dress is worn at Levées and official visits, official arrivals and departures.

At State ceremonies at which full dress (with trousers) or Levée dress is prescribed an officer on mounted duties will wear the undress uniform prescribed below for mounted duties.

Note 3.—In lieu of full or levée head-dress, Indian gentlemen may, if they so desire, wear a white puggri with $\frac{1}{4}$ inch gold French braid.

Undress

For Classes I and II

IV —Blue cloth, double breasted, roll collar, trimmed with ½ inch black mohair braid on edges and collar, and 5 loops of same braid on each side of the breast, fastening with netted cap buttons Back pleat edged with black mohair braid forming a crow's foot at top, two cap buttons at waist Sleeves ornamented with ¼ inch black mohair braid forming a crow s foot six inches from bottom of cuff Shoulder straps of twisted gold cord, fastening with a small gilt button — Frock co[at]

White cloth, no collar, V shape opening, about 1½ inch, to show the knot of a black silk scarf, edged with gold Russia braid, fastening with hooks and eyes — False ves[t]

As for staff officers in army with gold embroidered Lion and Crown badge, with following exceptions — — Forage ca[p]

Class II —Peak patent black leather furnished with a row of gold embroidery with usual twisted purl edging ¼ inch total width

Class I —Same as for Class II but the embroidery on peak to be ⅞ inch wide

The band for each class to be of white cloth

The Forage cap to be fitted with a removable white pique cover and a similar khaki drill cover for use as circumstances require

Blue milled cloth, double breasted, two rows of gilt buttons down front, six in each row, stand and fall collar of black velvet, four inches deep, with fly to cover band of cape Loose round cuffs, 6 inches deep, pockets at sides with flaps Two openings at side seams, with pointed flap 11 inches long and three gilt buttons Sword slit on left side Opening behind about 26 inches long and a gusset extending to bottom with a tab and button to close it when worn on foot Cloth back strap with gilt buckle, two inches wide, to confine the coat at waist Cape of same cloth as coat Four medium gilt buttons down front to fasten at neck with small strap and buckle, lined black — Great coat and cape

White Wolseley regulation, gilt spike and floral base. Puggri white muslin, with $\frac{1}{4}$ inch gold French braid showing $\frac{1}{2}$ inch from top edge of puggri. Chin-strap of light metal gilt on white leather. Chin-strap to be worn looped up except on mounted duties.

Blue cloth, with gold oak-leaf lace, one inch wide, with straps.

Wellington.

Box, brass, swan-necked.

Mameluke pattern, brass scabbard.

Gold oak-leaf lace, $1\frac{1}{2}$ inch wide, with slings one inch wide, on white Morocco leather. Waist plate round gilt clasp. Royal coat-of-arms on centre-piece, universal ends.

White dog-skin.

(For mounted duties.)

Blue cloth, with gold oak-leaf lace, one inch wide.

Black leather, knee boots, military pattern.

Brass, swan necked, with chains and straps.

Plain hunting saddle and bridle.

NOTE 1.—In lieu of a helmet, Indian gentlemen may, if they so desire, wear a white puggri with $\frac{1}{4}$ inch gold French braid.

No. 53.

Dress Regulations for Officers of the Political D of India, Appendix X

Page 4.—Under "Evening Dress, Coa the first line after the word "facings," *in* lapel,".

facings, white silk lining, black velvet collar and cuffs, gilt buttons, four small gilt buttons on cuffs.

t. White marcella, single breasted, with three or four small gilt buttons.

Plain black cloth.

Black Oxford.

White.

Hot Weather Uniform.

For Class II

VI.—White cotton drill patrol, ... fastened with

round cord (not twisted) with a small gilt button at top

Sleeves trimmed with a chevron of white cotton 1" braid traced above and below, and finishing in a knot, both above and below the chevron point

For Class I

As for Class II with following additions — Coat.

Collar to be edged with white cotton 1" braid with a row of tracing braid inside forming an eye in each corner, and back to have white cotton 1" braid down side body seams with a row of tracing braid on each side of the 1" braid forming 3 *eyes at top at angles formed by* braid

Shoulder straps of gold twisted cord.

Trousers. White cotton drill, with black leather foot-straps.

Forage cap. Same as for undress uniform.

Helmet, boots, spurs, sword and sword belt. Same as prescribed for undress uniform. Belt to be worn under the coat.

Gloves. Gloves are not worn with the Hot Weather Uniform.

Note.—This uniform will be worn during the hot weather months in substitution either for the full dress or undress uniform above prescribed. When the uniform is worn as full dress, medals and decorations will be worn. When it is worn as undress, ribbons only to be worn.

Hot Weather Evening Dress Uniform.

VII.—White drill mess jacket, roll collar, sleeves plain with pointed cuffs 3" high at point and 2½" behind. Small gilt buttons on cuffs, 3 for Class I, and 2 for Class II.

Shoulder straps as for hot weather uniform.

White waist-coat as for ordinary evening dress uniform, or plain white kummerbund, as required.

White drill overalls, with black leather foot-straps or trousers without foot-straps, may be worn as directed for any particular station.

Tie, black.

Note.—Spurs should be worn when overalls are worn.

Service Dress.

For Classes I and II.

VIII.—Plain khaki, open at the throat, with two breast and two side pockets, without shoulder straps or badges of rank but with white cloth tabs sewn on to the reverse of collar, $2\frac{1}{2}''$ long $\times$ $1\frac{1}{4}''$ wide, pointed at the outer end, a loop of gold Russia braid in centre of tab, with a gilt stud at the end near the point. Medium leather covered buttons in front and small on pockets.

Khaki.

Khaki.

Khaki, or drab Bedford cord.

Regulation khaki, without a spike or chain, leather chin-strap.

Regulation cavalry pattern, with wooden scabbard, covered with brown leather.

Brown leather, Sam Browne pattern.

Brown, field boots, or brown laced ankle boots with brown gaiters or puttees.

Jack, nickel-plated.

Same as for undress uniform.

Brown regulation.

Note 1.—On service, the ordinary undress uniform will be used as full dress, and white dog-skin gloves will be worn.

Note 2.—When on active service with troops Political officers may, if they hold permanent or temporary Military rank, wear plain khaki shoulder straps with their badges of Military rank, if they so desire.

Note 3.—In lieu of a khaki helmet, Indian gentlemen may, if they so desire, wear a khaki puggri.

IX.—Officers now in the possession of the uniform previously prescribed for Class II, and whose pay, excluding overseas pay, is under Rs. 1,800 *per mensem*, will not be required to alter their uniform to conform with the present Class II.

X —Officers are not obliged to provide themselves with the " Service dress " until ordered on service.

XI —Military officers may wear their military uniform, if preferred, until such time as they are permanently brought on to the graded list of the Political Department Military officers who hold an *ex-officio* political appointment conjoined with a military appointment, such as the Commandant of the Mewar Bhil Corps, etc , will wear their military uniform

XII —The possession of the hot weather evening dress uniform is optional

XIII —Officers* of the Political Department of the Government of India when on leave in England or otherwise present there during their service, will be permitted to wear their uniform at the Court of His Majesty the King-Emperor

XIV —Retired officers, who, when last on duty in India, were entitled to wear uniform, will be permitted to wear their uniform at the Court of His Majesty the King-Emperor and, when living in India, at Government Houses and on any occasion on which, before their retirement, they would have worn it

XV —Officers whose retirement is due to misconduct will not enjoy the privilege conferred by rule XIV.

XVI —Complete sets of photographs of the uniform prescribed are kept for reference at the Foreign and Political Department, New Delhi and Simla, and the India Office, London

* *Dress and Insignia worn at Court* (Edition 1921 published by Messrs. Harrison & Sons Ltd 44 St Martin's Lane London W C., page 48)

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III.—The uniform prescribed for each class is follows —

Full Dress.

Classes I and II.	*Class III.*
Blue cloth with lining of black silk, black velvet collar and cuffs the coat embroidered in gold according to the pattern of 3rd class English Civil Levee uniform, ~~embroidery to be three inches in~~ width, buttoned at the throat with black stock. White collar may be worn inside the coat	Blue cloth with lining of black silk, black velvet collar and cuffs, the coat embroidered in gold according to the pattern of the 3rd class English Civil Levee uniform, buttoned at the throat with black stock. White collar may be worn inside the coat.
Gilt, mounted, the Royal Arms with supporters.	Same as for Classes I and II.

Note 1.—Wherever the words "gilt buttons" occur hereafter it is to be understood that this pattern of button, as above, is referred to, and no other.

~~Note 2.—In the [illegible] Government of [illegible]~~

Black beaver cocked hat, black silk cockade, with plaited gold bullion loop and black ostrich feathers. No tassels	Same as for Classes I and II.
White kerseymere with three covered buttons and gilt buckles at the knee.	Same as for Classes I and II.
White silk.	Same as for Classes I and II.
Black patent leather with gilt buckles	Same as for Classes I and II.
English pattern with black scabbard and gilt mountings	Same as for Classes I and II.
Gold lace strap with bullion tassel	Same as for Classes I and II.
White web, with white cloth frog	Same as for Classes I and II.
White kid	Same as for Classes I and II.

Levée Dress.

	Classes I and II.	*Class III.*
Coat.	Same as for full dress.	Same as for full dress.
Buttons.	Same as for full dress.	Same as for full dress.
Head-dress.	Same as for full dress.	Same as for full dress.

Note.—The helmet prescribed for use with the "Undress Uniform" should be worn with "Levée Dress" in the day time, and not the beaver cocked hat referred to above.

Trousers.	Blue cloth, with gold oak-leaf lace on the side seams, two inches wide, with straps.	Blue cloth, with gold oak-leaf lace on the side seams, one inch wide, with straps.
Boots.	Patent leather, Wellington.	Same as for Classes I and II.
Sword.	Same as for full dress.	Same as for full dress.
Sword-knot.	Same as for full dress.	Same as for full dress.
Sword-belt.	White web, with blue cloth frog.	Same as for Classes I and II.
Gloves.	Same as for full dress.	Same as for full dress.

Note 1.—Full dress is usually worn at State balls, concerts and drawing rooms and at State ceremonies in the evening when ladies are present.

Levée dress is worn at State dinners, Levées and official arrivals and departures.

At State ceremonies at which full dress (with trousers) or Levée dress is prescribed an officer on mounted duties will wear the undress uniform prescribed below for mounted duties.

Note 2.—In lieu of full or levée head-dress, Indian gentlemen may, if they so desire, wear a white puggri with ¼ inch gold French braid.

Undress.

For Classes I, II and III.

Frock coat. Blue cloth, double-breasted, roll collar, trimmed with ¼ inch black mohair braid on edges and collar, and 5 loops of same braid on each side of the breast, fastening with netted cap buttons. Black-pleat edged with black mohair braid, forming a crow's foot at top, two cap buttons at waist. Sleeves ornamented with ¼ inch black mohair braid, forming a crow's foot six inches from bottom of cuff-

Sholuder straps of twisted gold cord, fastening with a small gilt button.

White cloth, no collar, V-shape opening, about 1¼ inch, to show the knot of a black silk scarf, edged with gold Russia braid, fastening with hooks and eyes. False vest.

As for staff officers in army with gold embroidered Lion and Crown badge, with following exceptions:— Forage cap.

Class III.—Peak patent black leather furnished with a row of gold embroidery with usual twisted purl edging ½ inch total width.

Class II.—Same as for Class III.

Class I—Same as for Class II, but the embroidery on peak to be ⅞ inch wide.

The band for each class to be of white cloth.

The Forage cap to be fitted with a removable white pique cover and a similar khaki drill cover for use as circumstances require.

Blue milled cloth; double-breasted, two rows of gilt buttons down front, six in each row; stand and fall collar of black velvet, four inches deep, with fly to cover band of cape. Loose round cuffs, 6 inches deep, pockets at sides with flaps. Two openings at side seams, with pointed flap 11 inches long and three gilt buttons. Sword slit on left side. Opening behind about 26 inches long and a gusset extending to bottom with a tab and button to close it when worn on foot. Cloth back strap with gilt buckle, two inches wide, to confine the coat at waist. Cape of same cloth as coat. Four medium gilt buttons down front to fasten at neck with small strap and buckle; lined black. Great coat and cape.

White Wolseley regulation, gilt spike and floral base. Puggri white muslin, with ¼ inch gold French braid showing ½ inch from top edge of puggri Chin-strap of light metal gilt on white leather. Chin-strap to be worn looped up except on mounted duties. Helmet.

Levée Dress.

	Classes I and II.	*Class III.*
Coat.	Same as for full dress.	Same as for full dress.
Buttons.	Same as for full dress.	Same as for full dress.
Head-dress.	Same as for full dress.	Same as for full dress.

Note.—The helmet prescribed for use with the "Undress Uniform" should be worn with "Levée Dress" in the day time, and not the beaver cocked hat referred to above.

Trousers.	Blue cloth, with gold oak-leaf lace on the side seams, two inches wide, with straps.	Blue cloth, with gold oak-leaf lace on the side seams, one inch wide, with straps.
Boots.	Patent leather, Wellington.	Same as for Classes I and II.
Sword.	Same as for full dress.	Same as for full dress.
Sword-knot.	Same as for full dress.	Same as for full dress.
Sword-belt.	White web, with blue cloth frog.	Same as for Classes I and II.
Gloves.	Same as for full dress.	Same as for full dress.

Note 1.—Full dress is usually worn at State balls, concerts and drawing rooms and at State ceremonies in the evening when ladies are present.

Levée dress is worn at State dinners, Levées and official arrivals and departures

At State ceremonies at which full dress (with trousers) or Levée dress is prescribed an officer on mounted duties will wear the undress uniform prescribed below for mounted duties.

Note 2.—In lieu of full or levée head-dress, Indian gentlemen may, if they so desire, wear a white puggri with $\frac{1}{4}$ inch gold French braid.

Undress.

For Classes I, II and III.

Frock coat. Blue cloth, double-breasted, roll collar, trimmed with $\frac{1}{4}$ inch black mohair braid on edges and collar, and 5 loops of same braid on each side of the breast, fastening with netted cap buttons. Black-pleat edged with black mohair braid, forming a crow's foot at top, two cap buttons at waist. Sleeves ornamented with $\frac{1}{4}$ inch black mohair braid, forming a crow's foot six inches from bottom of cuff-

Hot Weather Uniform—*contd*

For Class III	*For Class II*	*For Class I*	
Sleeves trimmed with a chevron of white cotton 1" braid traced above and below, and finishing in a knot, both above and below the chevron point.	Gold instead of white cord shoulder straps (not twisted)	Shoulder straps of gold twisted cord.	Coat—(*contd*)
White cotton drill, with black leather foot straps	White cotton drill, with black leather foot-straps	White cotton drill with black leather foot straps	Trousers.
Same as for undress uniform	Same as for undress uniform	Same as for undress uniform.	Forage cap.
Same as prescribed for undress uniform Belt to be worn under the coat	Same as prescribed for undress uniform Belt to be worn under the coat.	Same as prescribed for undress uniform Belt to be worn under the coat	Helmet, boots, spurs, sword and sword-belt.

Gloves are not worn with the Hot Weather Uniform. — Gloves.

Note —This uniform will be worn during the hot weather months in substitution either *for the full dress or undress uniform* above prescribed When the uniform is worn as full dress, medals and decorations will be worn. When it is worn as undress, ribbons only to be worn

Hot Weather Evening Dress Uniform.

White drill mess jacket, roll collar, sleeves plain with pointed cuffs 5" high at point and 2½" behind. Small gilt buttons on cuffs, 4 for Class I, 3 for Class II, and 2 for Class III

Shoulder straps as f[illegible]

No. 2

Cf Foreign and Political Department Circular No 139 II, dated the 2?th January 1925.

Under the heading 'Hot Weather Evening Dress Uniform,' *add* the following note at the end of page 185 of the Political Department Manual (1924).

Note —Spurs should be worn when overalls are worn

(Dated 9th February 1925)

Note. - Spurs should be worn when overalls are worn.

Service Dress.

For Classes I, II and III.

Plain khaki, open at the throat, with two breast and two side pockets, without shoulder straps or badges of rank but with white cloth tabs sewn on to the reverse of collar, $2\frac{1}{2}''$ long $\times 1\frac{1}{4}''$ wide, pointed at the outer end, a loop of gold Russia braid in centre of tab, with a gilt stud at the end near the point. Medium leather covered buttons in front and small on pockets.

Khaki.

Khaki.

Khaki, or drab Bedford cord.

Regulation khaki, without a spike or chain, leather chin-strap.

Regulation cavalry pattern, with wooden scabbard, covered with brown leather.

Brown leather, Sam Browne pattern.

Brown, Elcho pattern, or brown laced ankle boots with brown gaiters or puttees.

Jack, nickel-plated.

Same as for undress uniform.

Brown regulation.

Note 1.—On service, the ordinary undress uniform will be used as full dress, and white dog-skin gloves will be worn.

Note 2.—When on active service with troops Political Officers may, if they hold permanent or temporary Military rank, wear plain khaki shoulder straps with their badges of Military rank, if they so desire.

Note 3.—In lieu of a khaki helmet, Indian gentlemen may, if they so desire, wear a khaki puggri.

IV.—Officers now in possession of the uniform previously prescribed may continue to wear it until such time as their present uniform requires renewal. It should, however, be observed that in several instances the old pattern uniform can be converted in accordance with the present Regulations with little difficulty or expense. Officers who possess

the old pattern of service coat need not purchase the new pattern unless they desire to do so, but the use of the new pattern of helmet and forage cap is obligatory.

V.—Officers are not obliged to provide themselves with the "Service dress" until ordered on service.

VI.—Military officers can wear their military uniform, if preferred, until such time as they may be permanently brought on to the graded list of the Political Department. Military officers, who hold an *ex officio* political appointment conjoined with a military appointment, such as the Commandant of the Mewar Bhil Corps, etc., will wear their military uniform.

VII.—The possession of the hot weather evening dress uniform is optional.

VIII.—Officers* of the Political Departments of the Government of India ~~and of the Government of Bombay~~, when on leave in England or otherwise present there during their service, will be permitted to wear their uniform at the Court of His Majesty the King Emperor.

IX.—Retired officers, who, when last on duty in India, were entitled to wear uniform, will be permitted to wear their uniform at the Court of His Majesty the King Emperor, and, when living in India, at Government Houses and on any occasion on which, before their retirement, they would have worn it.

X.—Officers whose retirement is due to misconduct will not enjoy the privilege conferred by rule IX.

XI.—Complete sets of photographs of the uniform prescribed are kept for reference at the Foreign Office, Delhi and Simla and the India Office, London.

*Dress and Insignia worn at Court (Edition 1921 published by Messrs. Harrison & Sons Limited, 44 St. Martin's Lane, W. C., page 49).

APPENDIX XIV.

Page 188.—Insert the following as Appendix XIV :—

In the case of memorial services held in honour of members of the British Royal Family and Heads of States of foreign countries and their Consorts, officers—both Civil and Military—should wear uniform (levee dress).

These instructions apply only to those military officers who are in civil employ. Military officers who are appointed substantively to any civil office for which uniform is prescribed should on such occasions wear levee dress excepting Royal Engineer officers and officers of the Indian Medical Service in civil employ who are liable to recall to military duty and are required to maintain their military uniform. Military officers appointed substantively to any civil office for which uniform is not prescribed, rule IV(*b*) of the Civil Uniform rules gives them the option of wearing either military uniform or plain clothes on all State and other occasions when military officers wear uniform and there is no objection to such officers wearing plain clothes when attending memorial services.

Home Department Circular letters No. F. 246/27-Pub., dated 28th July 1927 and 14th February 1928 (*vide* Foreign and Political Department endorsement No. D-449-H., dated 6th March 1928).

D. No. 449-H. of 1928.

APPENDIX XV.

Memorandum of information as to the wearing of the Insignia of the Orders of the Star of India and the Indian Empire, and of Medals, by Civilian Members of those Orders and Holders of Medals.

(The instructions applicable to Military Officers are contained in the Army Regulations, India, Volume VII, and should also be followed by officers of the Indian Police.)

Gentlemen not entitled to wear uniform should conform as nearly as possible to the practice prescribed for those wearing uniform.

I.

Official Full Dress

1. *Knights Grand Commander* wear at investitures of the Orders and upon all great and solemn occasions the Mantle, Collar, with badge attached, and Star. On "Collar Days" the Collar, with badge attached, and Star; on all other occasions the Star and the badge suspended to a riband, of the description prescribed in the Statutes, worn over the right shoulder.

2. *Knights Commander* wear the Star on the left breast and the badge suspended from the ribbon which will be worn round the neck inside the collar of the coat and which should extend so as to show about one inch below the lower edge of the collar in front.

3. *Companions* wear the badge similarly suspended by a ribbon round the neck.

4. Gentlemen who are *Knights Commander* or *Companions* of more than one Order will wear only one ribbon and badge, *i.e.*, the *senior one*, round the neck inside and under the collar of the uniform coat, so that the badge hangs about an inch outside and below the front of the Collar. All other Badges will be worn one below the other, commencing about an inch below the senior badge, each suspended on about three inches of ribbon emerging from between the buttons of the uniform Coat. A small eye should be stitched inside the coat to which the ribbon is fastened by a hook.

5. A gentleman who is a *Knight Commander* of one or more Orders and is also a *Companion* of one or more other Orders will wear his Companion's badge or badges in due order below his Knight's badge or badges.

6. *Possessors of medals* wear the full sized medal on the left breast.

II.

Official Evening Uniform ("Mess Dress," Civilian).

1. *Knights Grand Commander* wear, on all occasions, the Star on the left breast and the badge suspended from a riband of the breadth prescribed for a Knight Grand Commander, worn over the right shoulder and under the coat but over the waistcoat.

2. *Knights Commander* wear the Star on the left breast and the ribbon and badge, the badge being suspended about one inch below the tie.

3. A Knight Grand Commander or Knight Commander wears one badge only round the neck and, if he has more than one Order, he wears the

miniatures of *all* the Orders he has on the lapel of his coat, including that of the badge round his neck.

4. *Companions* wear the full size badge suspended by a ribbon round the neck beneath the white tie. The badge should hang about one inch below the tie.

5. Gentlemen who are *Knights Commander* or *Companions* of more than one Order will wear only one badge round the neck which will as a rule be the *Senior Badge,* unless a junior one should appear to be more appropriate to the occasion. The ribbon, from which this badge is suspended, is worn under the white tie, the badge hanging about an inch below. All badges are worn also, in *miniature,* on the lapel of the coat.

6. A gentleman who has only one Order and no medals will not wear the miniature of the badge which he wears round his neck.

7. *Possessors of medals* wear, on ordinary occasions the miniature on the lapel of the coat; on more formal occasions when special instructions to that effect have been issued, the full sized medal on the left breast.

III.

Official Undress Uniform—Day.

1. *Knights Grand Commander, Knights Commander* and *Companions* wear a piece of the ribbon of the breadth prescribed for a Companion of the Order and half an inch in length.

2. *Possessors of medals* wear a piece of the ribbon half an inch in length.

NOTES.

A. The Star of an Order should be attached to the coat two fingers breadth below the lower edges of badges or medals, if any are worn, and if there is a second star, it should be attached at the same distance below the first. Gentlemen who are *Knights Grand Commander* or *Knights Commander* of more than one Order, wear the Stars of their Orders in sequence, according to their precedence, on the left breast, one above the other, or, where, owing to their number, that is not possible in the manner and order noted in the margin.

1
2 3
4

B. If a decoré is already a *Knight Grand Commander* or a *Knight Commander* of an Order and is to receive the Star of a senior Order he should on the occasion of his investiture, wear the Star (and not the ribbon and badge) of the junior Order low enough on his left breast to permit of the Star of the senior Order being affixed above it.

On the occasion of his investiture a decoré must not wear the badge of the lower class of the Order in which he has been promoted.

C. Medals are worn in their order of precedence, the first medal being placed farthest from the left shoulder. The length of the ribbon by which a medal is attached should not exceed one inch, unless owing to the number of clasps, it is necessary to issue a longer ribbon. The top of the ribbon should be on a line between the first and second buttons of the coat.

D. Ribbons are worn on the left breast and when there are more ribbons than one to be worn, they are sewn on to the cloth of the coat in a row, without intervals. They should not overlap, and when there is not sufficient room to wear the ribbons in one row, they should be worn in two or more rows, the lower being arranged directly under the upper.



‡War Medals (in order of date)

Polar Medals (in order of date)

Jubilee, Coronation and Durbar Medals

- Queen Victoria's Jubilee Medal, 1887 (Gold, Silver and Bronze)
- Queen Victoria's Police Jubilee Medal, 1887
- Queen Victoria's Jubilee Medal, 1897 (Gold, Silver and Bronze)
- Queen Victoria's Police Jubilee Medal, 1897
- Queen Victoria's Commemoration Medal, 1900 (Ireland)
- King Edward's Coronation Medal
- King Edward's Police Coronation Medal
- King Edward's Durbar Medal (Gold, Silver and Bronze)
- King Edward's Police Medal, 1903 (Scotland)
- King's Visit Commemoration Medal, 1903 (Ireland)
- King George's Coronation Medal
- King George's Police Coronation Medal
- King's Visit Police Commemoration Medal, 1911 (Ireland)
- King George's Durbar Medal (Gold,* Silver and Bronze)
- King George's Silver Jubilee Medal

Efficiency and Long Service Decorations and Medals

- Long Service and Good Conduct Medal
- Naval Long Service and Good Conduct Medal
- Medal for Meritorious Service
- Indian Long Service and Good Conduct Medal (for Europeans of Indian Army)
- Indian Meritorious Service Medal (for Europeans of Indian Army)
- Royal Marine Meritorious Service Medal
- Royal Air Force Meritorious Service Medal
- Royal Air Force Long Service and Good Conduct Medal
- Indian Long Service and Good Conduct Medal (for Indian Army)
- The Royal West African Frontier Force Long Service and Good Conduct Medal
- The King's African Rifles Long Service and Good Conduct Medal
- Indian Meritorious Service Medal (for Indian Army)
- Volunteer Officers' Decoration
- Volunteer Long Service Medal
- Volunteer Officers' Decoration (for India and the Colonies)
- Volunteer Long Service Medal (for India and the Colonies)
- Colonial Auxiliary Forces Officers' Decoration

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* King George's Durbar Medal in Gold can be worn in the United Kingdom by Ruling Chiefs of India only

‡ Medals [illegible] 1919) should be worn in the following [illegible] edal, Mercantile Marine War Medal, [illegible] General Service Medal (for operations [illegible]

CORRIGENDUM TO THE MANUAL OF INSTRUCTIONS TO OFFICERS OF THE POLITICAL DEPARTMENT OF THE GOVERNMENT OF INDIA, 1924

No. 56

For pages 193 to 197 substitute the following

CENTRAL CHANCERY OF THE ORDERS OF KNIGHTHOOD, ST JAMES'S PALACE

The following list shows the order in which Orders, Decorations and Medals should be worn, but it in no way affects the precedence conferred by the Statutes of certain Orders upon the Members thereof

Victoria Cross
*Order of the Garter
*Order of the Thistle
*Order of St Patrick
Order of the Bath
†Order of Merit (immediately after Knights Grand Cross of the Order of the Bath)
‡Baronets' Badge
Order of the Star of India
Order of St Michael and St George
Order of the Indian Empire
Order of the Crown of India
Royal Victorian Order (Classes I, II and III)
Order of the British Empire (Class I)
Order of the Companions of Honour
Order of the British Empire (Class II)
Knights Bachelors' Badge
Order of the British Empire (Class III)
Distinguished Service Order
Royal Victorian Order (Class IV)

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*These orders are not worn in miniature, neither are ribands to represent them worn in undress and service dress

†The Order of Merit is worn round the neck on all occasions when orders and decorations are worn In service dress, the riband only is worn on the left breast

‡The Badge is worn suspended round the neck by the riband in the same manner as the badge of an Order The Badge is not worn in miniature and the riband is not worn with undress uniform.

Efficiency and Long Service Decorations and Medals—continued.

Colonial Auxiliary Forces Long Service Medal.

Medal for Good Shooting (Naval).

Militia Long Service Medal.

Imperial Yeomanry Long Service Medal.

Territorial Decoration.

Efficiency Decoration.

Territorial Efficiency Medal.

Efficiency Medal.

Special Reserve Long Service and Good Conduct Medal.

Decoration for Officers of the Royal Naval Reserve.

Decoration for Officers of the Royal Naval Volunteer Reserve.

Royal Naval Reserve Long Service and Good Conduct Medal.

Royal Naval Volunteer Reserve Long Service Medal.

Board of Trade Rocket Apparatus Volunteer Long Service Medal.

The African Police Medal for Meritorious Service.

Special Constabulary Medal.

Royal Naval Auxiliary Sick Berth Reserve Long Service and Go[illegible] Conduct Medal.

Royal Fleet Reserve Long Service and Good Conduct Medal.

The King's Medal (for Champion Shots in the Military Forces).

Colonial Police and Fire Brigades Long Service Medal.

Royal Naval Wireless Auxiliary Reserve Long Service and [illegible] Conduct Medal.

Union of South Africa Commemoration Medal.

Medals belonging to Orders.

Royal Victorian Medal (Gold and Silver).

Imperial Service Medal.

Medal of the Order of the British Empire (awardea [illegible] December, 1922).

Medal of the Order of the British Empire, for Merit[illegible]

Royal Victorian Medal (Bronze).

Service Medal of the Order of St. John.

Badge of the Order of the League of Mercy.

Voluntary Medical Service Medal.

Foreign Orders (in order of date of award).

Foreign Decorations (in order of date of award).

Foreign Medals (in order of date of award).

NOTE.—Medals awarded by the Royal Humane Society (in[illegible] Gold Medal) and the Royal National Lifeboat Institution, are worn

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CORRIGENDUM TO THE MANUAL OF INSTRUCTIONS TO OFFICERS OF THE POLITICAL DEPARTMENT OF THE GOVERNMENT OF INDIA, 1924

No. 56

For pages 193 to 197 substitute [illegible]

CENTRAL CHANCERY OF THE ORDERS OF [illegible]
ST JAMES'S PALACE.

The following list shows the order in which Orders, [illegible] should be [illegible]

*Order of the Garter
*Order of the Thistle
*Order of St. Patrick
Order of the Bath
‡Order of Merit [illegible] Order of the Bath
‡Baronets' Badge
Order of the Star of India
Order of St. Michael and St. George
Order of the Indian Empire
Order of the Crown of India
Royal Victorian [illegible]
Order of the B[illegible]
Order of the C[illegible]
Order of th[illegible]
Knights Bac[illegible]
Order of the [illegible]
Di[illegible]
Royal Vic[illegible]

*These Orders [illegible] them worn in [illegible]

†The Order of [illegible] and decorations are [illegible] left breast

‡The Badge [illegible] manner as the badge [illegible] the riband is not [illegible]

Arctic Medal, 1876
Antarctic Medal, 1901—1903
Queen Victoria's Jubilee Medal, 1887 (Gold, Silver and Bronze)
Queen Victoria's Police Jubilee Medal, 1887
Queen Victoria's Jubilee Medal, 1897 (Gold, Silver and Bronze)
Queen Victoria's Police Jubilee Medal 1897
Queen Victoria's Commemoration Medal 1900 (Ireland)
King Edward's Coronation Medal
King Edward's Police Coronation Medal
King Edward's Durbar Medal (Gold Silver and Bronze)
King Edward's Police Medal 1903 (Scotland)
King Edward's Visit Commemoration Medal 1903 (Ireland)
King George's Coronation Medal
King George's Police Coronation Medal
King's Visit Police Commemoration Medal 1911 (Ireland)
*King George's Durbar Medal (Gold, Silver and Bronze)
Long Service and Good Conduct Medal
Naval Long Service and Good Conduct Medal
Medal for Meritorious Service
Indian Long Service and Good Conduct Medal (for Europeans of Indian Army)
Indian Meritorious Service Medal (for Europeans of Indian Army)
Royal Marine Meritorious Service Medal
Royal Air Force Meritorious Service Medal
Royal Air Force Long Service and Good Conduct Medal
Indian Long Service and Good Conduct Medal (for Indian Army)
Indian Meritorious Service Medal (for Indian Army)
Volunteer Officers' Decoration
Volunteer Long Service Medal
Volunteer Officers' Decoration (for India and the Colonies)
Volunteer Long Service Medal (for India and the Colonies)
Colonial Auxiliary Forces Officers' Decoration
Colonial Auxiliary Forces Long Service Medal
Medal for Good Shooting (Naval)
Militia Long Service Medal
Imperial Yeomanry Long Service Medal
Territorial Decoration

*King George's Durbar Medal in gold can be worn in the United Kingdom by Ruling Princes and Chiefs of India only

CENTRAL CHANCERY OF THE ORDERS OF KNIGHTHOOD, ST. JAMES'S PALACE.

The following list shows the order in which Orders, Decorations and Medals should be worn, but it in no way affects the precedence conferred by the Statutes of certain Orders upon the Members thereof.

Victoria Cross
*Order of the Garter
*Order of the Thistle
*Order of St Patrick
Order of the Bath
†Order of Merit (immediately after Knights Grand Cross of the Order of the Bath)
Order of the Star of India
Order of St Michael and St George
Order of the Indian Empire
Order of the Crown of India
Royal Victorian Order (Classes I, II and III)
Order of the British Empire (Class I)
Order of the Companions of Honour
Order of the British Empire (Classes II and III)
Distinguished Service Order
Royal Victorian Order (Class IV)

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* These orders are not worn in miniature neither are ribands to represent them worn in undress and service dress.

† The Order of Merit is worn round the neck on all occasions when orders and decorations are worn. In service dress the riband only is worn on the left breast

Order of the British Empire (Class IV).

Imperial Service Order.

Royal Victorian Order (Class V).

Order of the British Empire (Class V).

Royal Red Cross (Class I).

Distinguished Service Cross (Naval).

Military Cross.

Distinguished Flying Cross.

Air Force Cross.

Royal Red Cross (Class II).

Order of British India.

*Indian Order of Merit (Military).

Kaisar-i-Hind Medal.

Indian Titles Badges or Miniatures of Indian Titles Badges.

Order of St. John of Jerusalem in England.

Albert Medal.

Medal for Distinguished Conduct in the Field (Military).

Conspicuous Gallantry Medal (Naval).

Distinguished Service Medal (Naval).

Military Medal.

Distinguished Flying Medal.

Air Force Medal.

Indian Distinguished Service Medal.

War Medals (in order of date).

Arctic Medal, 1815—1855.

Arctic Medal, 1876.

Antarctic Medal, 1901--1903.

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* The Indian Order of Merit (Military and Civil) is distinct from the Order of Merit instituted in 1902.

Constabulary Medal (Ireland).

Board of Trade Medal for saving Life at Sea

* Indian Order of Merit (Civil)

Edward Medal

King's Police Medal

Queen Victoria's Jubilee Medal, 1887 (Gold, Silver and Bronze)

Queen Victoria's Police Jubilee Medal, 1887

Queen Victoria's Jubilee Medal, 1897 (Gold, Silver and Bronze)

Queen Victoria's Police Jubilee Medal, 1897

Queen Victoria's Commemoration Medal, 1900 (Ireland)

King Edward's Coronation Medal

King Edward's Police Coronation Medal

King Edward's Darbar Medal (Gold, Silver and Bronze)

King Edward's Police Medal, 1903 (Scotland)

King Edward's Visit Commemoration Medal, 1903 (Ireland)

King George's Coronation Medal

King George's Police Coronation Medal

King's Visit Police Commemoration Medal, 1911 (Ireland)

† King George's Durbar Medal (Gold, Silver and Bronze)

Long Service and Good Conduct Medal

Naval Long Service and Good Conduct Medal

Medal for Meritorious Service

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* The Indian Order of Merit (Military and Civil) is distinct from the Order of Merit instituted in 1902.

† King George's Durbar Medal in gold can be worn in the United Kingdom by Ruling Princes and Chiefs of India only

Indian Long Service and Good Conduct Medal (for Europeans of Indian Army).

Indian Meritorious Service Medal (for Europeans of Indian Army).

Royal Marine Meritorious Service Medal.

Indian Long Service and Good Conduct Medal (for Indian Army).

Indian Meritorious Service Medal (for Indian Army).

Volunteer Officers' Decoration.

Volunteer Long Service Medal.

Volunteer Officers' Decoration (for India and the Colonies).

Volunteer Long Service Medal (for India and the Colonies).

Colonial Auxiliary Forces Officers' Decoration.

Colonial Auxiliary Forces Long Service Medal.

Medal for Good shooting (Naval).

Militia Long Service Medal.

Imperial Yeomanry Long Service Medal.

Territorial Decoration.

Territorial Force Efficiency Medal.

Special Reserve Long Service and Good Conduct Medal.

Decoration for Officers of the Royal Naval Reserve.

Decoration for Officers of the Royal Naval Volunteer Reserve.

Royal Naval Reserve Long Service and Good Conduct Medal.

Royal Naval Volunteer Reserve Long Service Medal.

Board of Trade Rocket Apparatus Long Service Medal.

Special Constabulary Long Service Medal.

Union of South Africa Commemoration Medal.

Royal Victorian Medal (Gold and Silver).

Imperial Service Medal.

Medal of the Order of the British Empire.

Medal of the Order of St. John of Jerusalem in England.

Badge of the Order of the League of Mercy.

Royal Victorian Medal (Bronze).

Foreign Orders (in order of date of award).

Foreign Decorations (in order of date of award).

Foreign Medals (in order of date of award).

The above order of decorations applies to those of similar grades. The miniature decoration or riband representing the higher grade of a junior order will, however, when worn with that representing the lower grade of a senior order, be placed before the latter, e.g., the miniature or riband of the "Indian Empire" when worn by a G.C.I.E., who is also a K.C.B. will come before the miniature or ribbon of the "Bath".

NOTE —Medals awarded by the Royal Humane Society (including the Stanhope Gold Medal) and the Royal National Lifeboat Institution, are worn on the right breast.

Occasions when Orders, Miniature Decorations and Medals should be worn with Evening Dress.

Knights Grand Cross and Knights Commanders on all occasions, when wearing the Stars of their Orders, will also wear a Riband and Badge.

The following are the occasions upon which orders, Miniature Decorations and Medals are to be worn with Evening Dress, *viz.* :—

1. At all Parties and Dinners when the Members of the Royal Family referred to in the list overleaf are present.

(The host should notify his guests if any of these Members of the Royal Family will be present.)

2. At all Parties and Dinners given in houses of Ambassadors and Ministers accredited to this Court, unless otherwise notified by the Ambassador or Minister concerned.

(A Decoration of the Country concerned should be worn in preference to a British one, and if both are worn, the former should take precedence.)

3. At all Official Dinners and Receptions, including Naval, Military and Air Force Dinners, Dinners of City Livery Companies, and Public Dinners.

(The word "Decorations" on the invitation card to be the intimation from the host that the entertainment is an official one.)

4. On official occasions when entertained by :—

— The Lord Lieutenant of a Country within his County.

CORRIGENDUM TO THE MANUAL OF INSTRUCTIONS TO OFFICERS OF THE POLITICAL DEPARTMENT OF THE GOVERNMENT OF INDIA, 1924

No 74

For pages 198—200 (up to the words "Princess Alice, Countess of Athlone) *substitute* the following —

Wearing Orders, Miniature Decorations and Medals with Evening Dress

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By His Majesty's Command the former Regulations defining the occasions when Orders Miniature Decorations and Medals are worn with Evening Dress are cancelled

In future Knights Grand Cross and Knights Commanders on all occasions when wearing the Stars of their Orders, will also wear a Riband and Badge

The following are the occasions upon which Orders Miniature Decorations and Medals are to be worn **with Evening Dress**, viz —

(1) At all Parties and Dinners when any of the following Members of the Royal Family are present

Their Majesties—

The King

Queen Mary

Their Royal Highnesses—

The Duke and Duchess of York

The Duke and Duchess of Gloucester

The Duke and Duchess of Kent

The Princess Royal

The Duke of Connaught

Princess Louise Duchess of Argyll

Princess Beatrice

Prince and Princess Arthur of Connaught

Princess Alice Countess of Athlone

(The host should notify his guests if any of these Members of the Royal Family will be present)

(2) At all Parties and Dinners given in houses of Ambassadors and Ministers accredited to this Court unless otherwise notified by the Ambassador or Minister concerned

(A Decoration of the Country *concerned should be worn in* preference to a British one, and if both are worn, the *former should take* precedence of the latter)

(3) At all Official Dinners and Receptions, *including Naval, Military* and Air Force Dinners, Dinners of City Livery Companies, *and Public* Dinners

(The word " Decorations " on the Invitation card *to be the intima*tion from the host that the entertainment is an official *one*)

(4) On official occasions when entertained by —

The Lord Lieutenant of a County within his County,

The High Sheriff of a County within his County

Cabinet Ministers

Ex Cabinet Ministers

Knights of the Order of the Garter

Knights of the Order of the Thistle

Knights of the Order of St Patrick

Great Officers of State and of the King's Household

Lord Mayors and Mayors

Lord Provosts and Provosts

(The word " Decorations " on the Invitation card *to be the intima*tion from the host that the entertainment is an official *one*)

Nothing in the above shall affect in any way the practice of the Knights of the Orders of the Garter Thistle and St Patrick, and Members of the Order of Merit, with regard to wearing their Insignia in accordance with previous custom

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Cabinet Ministers.

Ex-Cabinet Ministers.

Knights of the Order of the Garter.

Knights of the Order of the Thistle.

Knights of the Order of St. Patrick.

Great Officers of State and of the King's Household.

Lord Mayors and Mayors.

Lord Provosts and Provosts.

(The word "Decorations" on the invitation card to be the intimation from the host that the entertainment is an official one.)

Nothing in the preceding Regulations shall affect in any way the practice of the Knights of the Orders of the Garter, Thistle and St. Patrick and Members of the Order of Merit with regard to wearing their Insignia in accordance with previous custom.

At Evening Parties and Dinners when any of the following Members of the Royal Family are present, Riband and Badge, Stars, Miniature Decorations and Medals will be worn.

Their Majesties—

The King and Queen.

Queen Alexandra.

Their Royal Highnesses—

The Prince of Wales.

The Prince Henry.

The Prince George.

Princess Mary Viscountess Lascelles.

The Princess Royal (Duchess of Fife).

Princess Victoria.

The Duke of Connaught.

Princess Louise, Duchess of Argyll.

Princess Beatrice.

Prince and Princess Arthur of Connaught.

Princess Alice, Countess of Athlone.

Wearing of Orders, Decorations and Medals in Morning Dress.

All Members of the various Orders of Knighthood, etc., and all persons who have been awarded Decorations and Medals may, should they wish to do so, wear their Insignia, Decorations and Medals with Morning Dress on Official Occasions and at Public Functions.

The Ribands of the Orders, Decorations and Medals may be worn on all occasions at the discretion of the holder.

The method of wearing the Insignia of Orders, also Decorations and Medals, on Official Occasions and at Public Functions with Morning Dress is as follows :—

Knights Grand Cross. Knights Grand Commanders. Knights Commanders.	Should wear the Star only on the left breast of the coat.

Members of the Orders of Merit and Companions of Honour. Companions of the several Orders of Knighthood. Commanders of the Royal Victorian Order. Commanders of the Order of the British Empire.	Should wear the riband (preferably of Miniature width) to which the Badge is suspended under the tie, which should be a bow, the Badge hanging about an inch below. [See diagram, page 114 of "Dress and Insignia worn at Court" (1921).]
Companions of the Distinguished Service Order. Officers of the Order of the British Empire. Members of the 4th and 5th Classes of the Royal Victorian Order and the Order of the British Empire. Companions of the Imperial Service Order.	Should wear the Badges, Decorations and Medals on the left breast of the coat.
Those who have been decorated with:— The Victoria Cross. The Distinguished Service Cross. The Military Cross. The Distinguished Flying Cross. The Air Force Cross Persons who have been awarded medals	Should wear the Badges, Decorations, and Medals on the left breast of the coat.

The method of wearing the ribands of Orders, Decorations and Medals, which will be the same in all cases is as follows :—

A piece of the riband $1\frac{1}{2}$ inches wide, or the width of the medal riband, and half an inch in depth, mounted on a bar of metal in the form of a brooch, to be worn on the left breast of the coat.

NOTE.—The above intimation only refers to Morning Dress and does not alter the regulations with regard to wearing Orders, Decorations and Medals with Uniform or with Evening Dress.

Wearing of orders, Decorations and Medals by ladies Morning Dress.

All Members of the various orders, etc., and all those who have been awarded Decorations and Medals may, should they wish to do so, wear their Insignia, Decorations and Medals with Morning Dress on Official Occasions and at Public Functions.

The method of wearing is as follows :—

Dames Grand Cross. Dames Commanders.	Should wear the Star only on the left side of the dress, a few inches below any Badges or Medals.
Members of the Orders of Merit, Crown of India, and Companions of Honour. Members of the 3rd, 4th or 5th Classes of the Order of the British Empire, and Companions of the Imperial Service Order. Ladies who have been decorated with the Victoria Cross, The Royal Red Cross, or who have been awarded Medals.	Should wear Badges, Decora and Medals on left side of the about 8 inches the waist.

The Ribands of the Orders, Decorations and Medals may be worn on all occasions at the discretion of the holder

The method of wearing, which will be the same in all cases, is as follows :—

A piece of the riband, one and a half inches wide, or the width of the medal riband, and half an inch in depth, mounted on a bar of metal in the form of a brooch, to be worn on the left side of the dress.

In *Evening Dress,* ladies may wear Orders, Decorations and Medals in miniature on occasions when Insignia are worn; but when gentlemen wear Levée or Full Dress, ladies should wear full size Orders, Decorations and Medals, as described on pages 107 to 109 of "Dress and Insignia Worn at Court" (1921).

AMENDMENT TO THE POTICAL DEPARTMENT MANUAL, 'O. 54.

Page VII.—Against " Appe.x XVI " *for* " Blank " *substitute* :—

" Action to be taken on the d-h of an Agent to the Governor Genera or Resident of the 1st Class while lding office."

Page 201.—*Insert* the followinas Appendix XVI :—

Action to be taken on the dea of an Agent to the Governor Genera or a Resident of the 1st Class whi holding office.

In the event of the death of a Agent to the Governor General or a Resident of the 1st Class while holdi office, the next senior officer will a once inform the Secretary of State f India and the Foreign and Politica Department of the Government of In by telegram of the event. He will further inform the Foreign and Polit l Department of the date and tim fixed for the funeral.

The senior officer concerned will ect the issue of a public announcement, the closing of Government officeander his charge on the day of the funeral and the hoisting of the flags halast high on all Government buildings within his jurisdiction, and will iss suitable orders for the observance of official mourning in the area unde his jurisdiction. The period of official mourning should not exceed ten ys.

In Agencies and Residencies of the t Class which issue local Gazettes the senior officer concerned will publislan obituary notice in a Gazett Extraordinary and will also send copies the Government of India duly signed for publication in a Gazette of Ha Extraordinary and for communication to the Secretary of State fo India. In the case of those Agencies and Residencies of the 1st Class hich do not issue their own loca gazettes, an obituary notice should be pepared and forwarded to the Government of India, duly signed, for silar publication.

[File No. 20 (3)-Hof 1931.]

APPENDIX XVII.

Draft Model Rules for the grant of prospecting licences and mining leases in Indian States:

PART I.—GENERAL.

1. In these rules "person" includes, besides individuals, a public company registered in India, in the United Kingdom or in a British Colony, having a duly [illegible] or a syndicate, [illegible] which one or more [illegible] r which has a duly authorised agent resident in India.

Certificate of Approval.

2. No prospecting licence or mining lease shall be granted except to a person who is either a subject of the Darbar or who holds a certificate of approval from the Government of India or a Local Government or of the Indian State of which he is a subject.

3. Every application for a prospecting licence or a mining lease shall contain a certified copy of the applicant's certificate of approval.

4. Leases previously granted under these rules may continue to be held by a grantee after the expiry of his certificate of approval.

PART II.—PROSPECTING LICENCES.

5. A licence to prospect for minerals or mineral oil, called hereinafter a prospecting licence, shall confer on the licensee the sole right, subject to the conditions contained in the licence, to mine, quarry, bore, dig and search for, win, work and carry away any mineral or mineral oil lying or being within, under or throughout the land specified in the licence.

6. Every application for a prospecting licence shall be made to—

Every such application shall contain the following particulars, namely,—

(a) The name, profession and residence of the applicant, if he is an individual; or if the

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applicant is a company, syndicate, partnership or private firm, its name and nature and place of business, and if the place of business is outside India, the name and residence of a member or duly authorised agent resident in India.

(*b*) A description, illustrated by a map or plan, showing as accurately as possible the situation, boundaries and area of the land with respect to which the licence is required.

7. The Darbar may declare in respect of any specified area that in lieu of presenting an application containing the particulars required in rule 6 above, the applicant for a prospecting licence shall adopt the procedure set forth below, or such modification thereof as the Darbar may prescribe.

(1) He shall, before forwarding his application to the Darbar, demarcate the area applied for in the following method :—

(*a*) At every angle or corner of each boundary line, or as near thereto as is practicable, he shall fix pegs of substantial material, standing not less than 2 feet above the surface of the ground, and being not less than 3 inches square or 3 inches in diameter.

(*b*) If pegs be not obtainable, he may use instead cairns of stones or mounds of earth, having in each case a height of not less than 2 feet and a diameter at the base of not less than 2 feet.

(*c*) The direction of the boundary line on each side of each peg, cairn or mound shall be indicated with reasonable care by a trench having a length of 4 feet and a breadth and deapth of not less than 6 inches : provided that if trenches cannot be conveniently cut, the direction of the boundary lines shall be indicated by finger posts, or in any other manner suitable for the purpose.

(*d*) The pegs, cairns or mounds shall bear or have affixed thereto some distinguishing marks which shall be described in the application

(*e*) In the case of an application for land on the sea shore, it shall not be necessary to mark out the land below high water level

(*f*) No peg, cairn, mound, or other mark employed in marking out the land applied for shall be removed or defaced after the application shall have been filed, without the permission of the Darbar

(2) The application shall contain the following particulars, *viz* —

(*a*) The name profession and residence of the applicant if he is an individual or if the applicant is a company, syndicate, partnership or private firm its name and nature and place of business and if the place of business is outside India the name and residence of a member or duly authorised agent resident in India

(*b*) A description, as accurate as possible, and illustrated by a sketch of the situation, boundaries and area of the land with respect to which the licence is required

(*c*) A description of the distinguishing mark on the pegs, cairns or mounds constructed to mark out the boundaries of the concession applied for

(*d*) The date of marking out the concession applied for

8 In the case of [illegible]
ing the same land, t[illegible]
be deemed to lie with [illegible]

a subject of the Darbar or the holder of a valid certificate of approval and after compliance with the procedure prescribed by the rules, shall have been the first to file his application.

9. Every applicant shall, before the licence is granted, deposit, as security in respect of such licence, a sum of Rs. 100 per square mile or part of a square mile of the area covered by the licence, or shall give security to a like amount.

10. Subject to such deduction on account of compensation for surface damage, penalty or otherwise as the Darbar may order, the amount of any deposit made under the foregoing rule, should the depositor afterwards be granted a mining lease, will be carried to his credit as part of the rents, royalties or deposit money payable under the lease. Or should he decline to receive or fail to obtain any such lease as aforesaid, the amount will be returned to him on his satisfying the Darbar that the condition in rule 12 (*vii*) has been complied with and on his furnishing the Darbar with the information required by rule 15.

11. If a licence is not executed within three months after leave has been granted for it, the right of the applicant to such licence shall be held to have lapsed, unless the Darbar for special reasons consents to grant the same notwithstanding the delay or considers that the delay is not attributable to the applicant.

12. Every prospecting licence shall contain such conditions as may in any particular case seem necessary, and shall in all cases contain the following conditions :—

(*i*) In the case of minerals other than natural petroleum the term for which the licence shall be granted shall be one year or such shorter term as the applicant may desire. The licence may be renewed for a further term not exceeding two years, if it is shown to the satisfaction of the Darbar that a longer period than one year is required in order to enable the licensee to complete his search of

the land: in the case of natural petroleum the license shall be granted for two years in the first instance or such shorter term as the applicant may desire, and may be further renewed by the Collector for one year at a time up to a total period of five years from the date of commencement of the original license.

Provided that, when the licensee has, before the termination of the period of the licence, applied for the grant of a mining lease, the period of the licence may be further extended until a mining lease is granted.

(ii) The licensee shall pay a fee not exceeding one rupee, and not less than one anna, per acre of the land covered by the licence for each year or portion of a year of the term for which the license is granted. When a licence is renewed under the last foregoing condition, a fresh fee shall be payable, subject to the same maximum and minimum charge, for each year or part of a year for which the licence is renewed. But no fee shall be payable for an extension of the term of licence under the proviso to that condition.

(iii) The licensee shall pay royalty at a rate not exceeding 15 per cent of the value on all precious stones won and carried away, and a royalty at the rates specified in Schedule A in Part IV of these rules on all other minerals won and carried away over and above such quantity as is allowed in Schedule B to be taken free for purposes of experiment.

(iv) The licensee shall make and pay such reasonable satisfaction and compensation, as may be assessed by lawful authority in accordance with the law in force on the subject applying to the

lands over which the licence has been granted, for all damage, injury or disturbance which may be done by him in exercise of the powers granted by the licence, and shall indemnify the Darbar against all claims which may be made by third parties in respect of any such damage, injury or disturbance.

(*v*) The licensee may, with the previous sanction of the Darbar, assign his licence or transfer any right or interest thereunder to a subject of the Darbar or other person holding a valid certificate of approval subject to the condition that every such assignment or transfer shall, within three calendar months from the date of its completion, be registered on payment of a fee of rupees fifty.

(*vi*) In case of any breach on the part of the licensee or his transferee or assignee of any of the preceding clauses, the Darbar may summarily revoke the licence, and thereupon all rights conferred thereby or enjoyed thereunder shall cease; or may in lieu thereof declare to be forfeited the whole or any part of the deposit made by the licensee under rule 9.

(*vii*) Save in the case of land over which the licensee shall have been granted a mining lease on or before the determination of the licence, he shall, within six months next after the determination of the licence or the date of the abandonment of the undertaking, whichever shall first occur, securely plug any bores and fill up or fence any holes or excavations that he may have made in the land to such extent as the Darbar may require, and shall to the

like extent restore the surface of the land and all buildings thereon which he may have damaged in the course of prospecting

Provided that the licensee shall not be compelled to restore the surface of land or any buildings in respect of which full and proper compensation has already been paid under condition (*iv*)

(*viii*) Should any question or dispute arise regarding the licence or any matter or thing connected therewith or the powers of the licensee thereunder, or the amount or payment of the fee or royalty made payable thereby, the matter in difference shall be referred to arbitration

13 On or before the determination of his licence the licensee shall have a right to a mining lease in accordance with the terms contained in the rules for mining leases

14 Such lease may include so much land, comprising the whole or a part only of the area for which the prospecting licence was granted, as shall not exceed the area specified with respect to mining leases in rule 19

15 If so required by the Darbar, the licensee shall, before the deposit made under rule 9 is returned to him, disclose confidentially to the Darbar all information acquired in the course of the operations carried on under the licence regarding the minerals contained in, or the geological formation of, any area not taken up by him under a mining lease

PART III —MINING LEASES.

16 Every application for the grant of a mining lease shall be accompanied by a deposit, as security in respect of preliminary expenses, of such sum, not exceeding Rs 500, as the Darbar may determine. If the application relates to an area for which the

applicant holds a prospecting licence, any amount held in deposit under rule 9 in respect of such prospecting licence will be carried to his account.

The amount of any deposit made under rule 9, less any expenses incurred by or on behalf of the Darbar, will, if the depositor be granted a mining lease, be carried to his credit, as part of the rent or royalties payable under the lease, or if he declines or fails to obtain any such lease as aforesaid, will be returned to him.

17. Every application for a mining lease shall contain the following particulars :—

(*a*) the name, residence and profession of the applicant if he is an individual, or if the applicant is a company, syndicate, private firm or partnership, its name and nature and place of business, and if the place of business is outside India, the name and residence of a member or duly authorised agent resident in India ;

(*b*) a specification of the mineral or minerals for which the applicant intends to mine ;

(*c*) a description, illustrated by a map or plan, showing as accurately as possible the situation, boundaries and area of the land with respect to which the lease is required ;

(*d*) a statement showing all areas within the jurisdiction of the Darbar already held by the applicant or by any person joint in interest with him in prospecting or mining right ;

(*e*) the period for which the lease is required.

18. In the case of two or more applications affecting the same land and presented by applicants who are not in possession of, or have not applied for, prospecting licences in respect thereof the prior right to a lease shall ordinarily be deemed to lie with the applicant who, being either a subject of the Darbar or the holder of a valid certificate of approval and

after compliance with the procedure prescribed by the rules, shall have been the first to file his application.

19. On receipt of the application, the Darbar will, if the applicant is entitled to a lease under rule 13, or if they consider that the applicant should be granted a mining lease grant the same in accordance with these rules over such area as they may think fit, but no mining lease will be granted by the Darbar under these rules so as ordinarily to cause the total area held under mining lease for minerals of whatsoever kind other than natural petroleum by the lessee or by those joint in interest with him to exceed ten square miles within the territories administered by the Darbar.

Provided that in the case of natural petroleum the Local Government shall not grant to any one lessee or those joint in interest with him leases for any area exceeding 150 square miles within the territories administered by it.

20. If a lease is not executed within six months after leave has been granted for it, the right of the applicant to such lease shall be held to have lapsed, unless the Darbar for special reasons consents to grant the same notwithstanding the delay or considers that the delay is not attributable to the applicant.

21. The length of an area held under a mining lease shall not be allowed to exceed four times its breadth; but this rule may be relaxed in the case of areas in river beds held on lease for dredging purposes.

22. The boundaries below the surface of all areas given out on mining lease under these rules shall be considered to run vertically downwards towards the centre of the earth.

23. The term for which a mining lease may be granted shall not exceed 30 years, but the lease may contain a clause permitting renewal for a period not exceeding 30 years, on a dead and surface rent exceeding twice the original dead and surface

respectively, the royalty payable being that which may on the day next following that on which the original lease shall determine, be in force under the orders of competent authority; in the case of iron-ore the original lease may also contain a clause permitting a second renewal for a further period not exceeding 30 years on a dead and surface rent not exceeding twice the dead and surface rent respectively fixed for the first renewal of the lease, the royalty payable being that which may on the day next following that on which the first renewal shall determine be in force under the orders of competent authority.

24. Every mining lease shall contain such conditions and stipulations as the Darbar may in each case consider necessary; and shall in every case contain the following conditions, namely :—

(*i*) The lessee shall pay a royalty or royalties at the rate specified in the lease which rate or rates shall be those fixed for the particular mineral or minerals in Schedule A in Part IV of these rules; and if any other mineral shall be discovered by him, then the royalty shall be paid therefor at such rate not being less than 20 per cent. of the value thereof, as the Darbar may determine, until a mining lease has been obtained in respect of such mineral; but the lessee shall be entitled within twelve months from the discovery of such mineral to require and obtain such lease for the term then unexpired of his original lease; provided that, if he declines to take a lease as above provided, the Darbar may give a lease in respect of such mineral to any other person.

(*ii*) The lessee shall also pay for every year after the first year a fixed yearly dead

rent at a rate not less than that laid down in Schedule C in Part IV of these rules, provided that no lessee shall pay both royalty and dead rent in respect of the same lease, but only such one of them as may be of the greater amount, and provided further in the case of leases for iron ore that when a lessee is granted more than one such lease he may, if he so desire, claim that for the purpose of determining whether royalty or dead rent is payable, all such leases granted to him shall be treated as one concession In that event he shall be liable to pay dead rent only when the sum of the royalties paid by him in respect of such leases for the year is less than the sum of the dead rents assessed under those leases or is less than such other amount as the local Government, having regard to the circumstances of the case, may fix as the combined dead rent in respect of all the leases, and the amount of dead rent so payable shall be the amount by which the sum of the royalties paid for the year falls short of the sum of the dead rents or the combined dead rent so determined

(iii) The lessee shall also pay for all land which he may take up, use or occupy for the purposes of the mine a surface rent at the rate specified in Schedule D

(iv) The lessee shall at his own expense erect and at all times maintain and keep in repair boundary marks and pillars according to the demarcation to be shown in a plan annexed to his lease

(v) The lessee shall make and pay such reasonable satisfaction and compensation, as may be assessed by lawful authority in accordance with the law in force on the subject applying to the lands over which the lease has been granted, for all

damage, injury or disturbance which may be done by him in exercise of the powers granted by the lease, and shall indemnify the Darbar against all claims which may be made by third parties in respect of any such damage, injury or disturbance.

(*vi*) The lessee shall not cut or injure any tree reserved in the lease.

(*vii*) The lessee may with the previous sanction of the Darbar assign his lease or transfer any right or interest thereunder either to a subject of the State or to a person holding a valid certificate of approval subject to the condition that every such assignment or transfer shall within three calendar months from the date of its completion be registered on payment of a fee of rupees fifty:

(*viii*) Unless good cause exists for exemption from this condition, a question on which the decision of the Local Government shall be final, the lessee shall commence operations within one year from the date of the execution of the lease and shall thereafter carry them on effectually in a proper, skilful and mining-like manner. Should the lessee cease without such cause to work the mine for a period exceeding two years in such a manner as to produce sufficient mineral to earn a royalty at least equal to the dead rent, it shall be deemed a breach of this condition.

NOTE.—For the purpose of the first part of this condition, such measures as the erection of machinery for the purposes of working the mine, although not necessarily on the land covered by the lease, or the construction of roads or tramways in connection with the mine, shall be deemed to be sufficient compliance with the requirement of commencing operations.

(*ix*) The lessee shall keep correct accounts showing the quantity and particulars of

all minerals obtained from the mine and the number of persons employed therein, and also complete plans of the mine, and shall allow any officer authorised by the Darbar in that behalf at any time to examine such accounts and plans, and shall furnish the Darbar with such information and returns in respect of the aforesaid matter as it may prescribe.

(*x*) The lessee shall allow existing and future licence, or lease-holders of any land, which is comprised in or adjoins or is reached by the land held by the lessee, reasonable facilities of access thereto.

(*xi*) The lessee shall allow any officer authorised by the Darbar in that behalf to enter upon the premises comprised in the lease for the purpose of inspecting the same

(*xii*) The lessee shall without delay report to the Darbar the discovery on or within any of the lands or mines demised by the lease of any mineral not specified in the lease.

(*xiii*) The Darbar shall have the right of preemption, at current market rates, over all minerals demised by the lease.

(*xiv*) Should the royalty or rent reserved or made payable by the lease be not paid within two months next after the date fixed in the lease for payment of the same, the Darbar may enter upon the said premises and distrain all or [illegible] the minerals or movable property [illegible] in, and may order the sale of [illegible] perty so distrained or so [illegible] will suffice for the [illegible] rent or royalty due and [illegible] penses occasioned by [illegible] thereof; and, if [illegible]

remain at any time unpaid for six calendar months after the date on which it is due, the Darbar may determine the lease and take possession of the premises comprised therein.

(*xv*) In case of any breach on the part of the lessee of any covenant or condition contained in the lease, the Darbar may determine the lease and take possession of the said premises ; or, in the alternative, may accept payment of a penalty, not exceeding twice the amount of the annual dead rent, from the lessee.

(*xvi*) At the end or sooner determination of the lease, the lessee shall deliver up the said premises and all mines (if any) dug therein in a proper and workman-like state, save in respect of any working as to which the Darbar may have sanctioned abandonment.

(*xvii*) Should any question or dispute arise regarding the lease or any matter or thing connected with the mines and minerals leased or the working or non-working thereof or the amount or payment of the royalty or rent reserved or made payable by the lease, the matter in difference shall be referred to arbitration.

25. The lessee shall be at liberty to determine the lease at any time on giving not less than twelve calendar months' notice in writing to the Darbar: and upon the expiration of such notice, provided that all sums due on account of the lease shall have been paid the lease shall be determined. When a lessee exercises his option of determining a lease, he shall not, except with the previous sanction of the Governor General in Council, be granted subsequently a new lease over a portion only of the land covered by the original lease.

Part IV —Rents and Royalties

Schedule A

Royalty— Rules 12 (iii) and 24 (i)

Coal, exclusive of dust and coal used on the works	5 per cent on the sale value at the pit's mouth, with a minimum of 2 annas per ton
Coal dust	Half the rates fixed for coal
Mica .	5 per cent on the sale value at the pit s mouth
Natural Petroleum	5 per cent *ad valorem* on the well head value subject to a minimum of 8 annas per 40 gallons
Gold and silver . .	7½ per cent on the profits* of each year taken separately or 2½ per cent on the gross value, at the option of the Darbar
Iron ore intended to be used for the extraction of iron	One anna per ton of iron ore during the year ** for which the tariff valuation imported pig iron has been fixed at Rs 65 per ton or less When the tariff valuation exceeds Rs 65 one anna will be added to the royalty rate for every increase of Rs 15 or part thereof in the tariff valuation Should the tariff valuation of pig iron become fictitious owing to the cessation of imports or to any other case, a point on

*Note —Tariff valuation is fixed in December for the following calendar year, but the Local Government may, at their discretion, assess the royalty for the financial year beginning on the 1st the basis of the tariff valuation fixed in the preceding

SCHEDULE A—contd.

Royalty—Rules 12 (iii) and 24 (i)—contd.

	which the decision of the Government of India shall be final, the market value of pig-iron for the purpose of the assessment of royalty shall be determined by the Government of India.
Iron-ore in Burma when intended to be used solely for fluxing purposes.	Half anna per ton of iron-ore.
Precious stones . . .	30 per cent. on the net profits* of each year taken separately (for mining leases only).
All other minerals not specified above.	2½ per cent. on the sale value at the pit's mouth, or on the surface, of the dressed ore or metal, convertible at the option of the Darbar to an equivalent charge per ton to be fixed annually or for a term.

SCHEDULE B.

Maximum quantities removable free of royalty—Rule 12 (iii).

	Tons.
Class A.—Separated gold, platinum and other precious metals.	*Nil.*
Class B.—Auriferous rock and gravel .	2 tons.
Class C.—Metalliferous ore such as those worked for aluminium, iron, manganese.	10 tons.

*Profits shall be taken to mean the excess of the revenue which is wholly derived from the sale of the mineral or minerals specified over expenditure, after all costs and expenses chargeable to the actual working and management of the mine shall have been included. But neither depreciation nor amortization nor Directors' fees, nor any revenue or expenditure obtained or incurred on account of share or capital transactions, or by trading, shall be brought into the account, provided that the fees of such Director or Directors as may actually direct technical operations and are specifically denoted as Managing Director or Managing Directors may be inclued in expenditure.

SCHEDULE B—*contd*

Maximum quantities removable free of royalty—Rule 12 (iii)—contd

Class D —Metalliferous ores such as those worked for antimony, arsenic, bismuth, chromium, copper, lead, nickel, tin titanium tungsten, zinc	5 tons
Class E —Metalliferous ores such as those worked for cadmium cobalt, mercury, molybdenum, silver, thallium vanadium	2 tons
Cl[illegible]	5 tons
Class G —Concentrates of the ores enumerated in classes D to F	2 cwt
Class H —Coal lignite	50 tons
Class I —Natural petroleum	200 gals
Class J —Minerals of the so called "rare earths," such as minerals worked specifically for cæsium cerium, columbium didymium, erbium, gallium, germanium indium, lithium, niobium, rubidium tantalum, thorium, uranium yttrium and zirconium	1 ton
Class K —Minerals used in agriculture and chemical manufactures such as bauxite, gypsum, iron, pyr[illegible] and pyritous shales.	10 tons
Class L —Minerals used in [illegible] such as baryts bitumen [illegible] dum, emery, felspar [illegible]	[illegible]
Class M —Asbestos [illegible] and native sulphur	[illegible]
Class N —Precious [illegible] such as agate [illegible] amethyst [illegible] beryl [illegible] garnet [illegible] lazuli [illegible] phire [illegible] turquoise	[illegible]

Schedule C.

Minimum Dead Rent—Rule 24 (ii).

Mineral.	Dead rent per acre (minimum).
1. Coal, lignite, minerals used in agriculture and chemical manufactures such as bauxite, gypsum, iron pyrites and pyritous shales.	4 annas per acre.
2. Gold and silver, precious stones, and all minerals [not included in (1) above, except iron-ore and natural petroleum.]	1 rupee per acre.
3. Iron-ore	1 anna per acre.
4. Natural Petroleum	....

For areas held under leases within the territories administered by any one Local Government:—

For leases of areas not exceeding a total of 10 square miles.	Re. 1 per acre.
For leases of areas exceeding 10 square miles but not exceeding 50 square miles.	Re. 1 per acre for the first 10 square miles. Rs. 2 per acre for the excess over 10 square miles.
For leases of areas above 50 square miles but not exceeding 100 square miles.	Re. 1 per acre for the first 10 square miles. Rs. 2 per acre for the next 40 square miles. Rs. 5 per acre for the excess over 50 square miles.
For leases of areas exceeding 100 square miles	Re. 1 per acre for the first 10 square miles. Rs. 2 per acre for the next 40 square miles. Rs. 5 per acre for the next 50 square miles. Rs. 10 per acre for the excess over 100 square miles.

Note.—These minima are purposely fixed low but they are liable to be largely exceeded, according to nature of the deposit and degree of development of the country.

Schedule D

Surface Rent—Rule 24 (iii)

The rent rate assessable under the revenue and rent law of the State or, if no such rent is so assessable, the rate which may be fixed by the Darbar subject to a maximum of one rupee and a minimum of four annas per acre

After page 223 —Insert the following as Appendix XVIII

Form of letter referred to in paragraph 110 of the Manual

I am directed to invite your attention to Rules 17 20 of the Government Servants Conduct Rules and to point out that while these rules have a special application to all officers of the Political Department rule 20 (b) applies with particular force to the appointment of $\frac{\text{British Envoy at the Court of Nepal}}{\text{Political Officer Sikkim}}$ for which you have been selected It is desirable therefore that you should clearly understand that you should not at any time either during active service or after retirement, without the express permission of Government, publish any book, or make any contribution to the Press on a subject connected with your official duties or divulging information acquired in the performance of those duties

(F No 253 L /28)

No 72

Insert the following —

APPENDIX ~~XVIII~~ XIX

"Instructions regarding wearing of uniforms by Officers of British Indian Services on deputation in Indian States

The Government of India have after careful consideration decided to lay down the following instructions in regard to the wearing of uniform by officers of British Indian Services on deputation in Indian States —

(a) A lent officer who is entitled in his own service to wear uniform should if so desired by the Ruler wear at State functions uniform of a similar class (full dress, undress etc) as that which may be prescribed for State Officers

(b) A lent officer, who is not entitled in his own service to wear uniform should [subject to (c) below] wear at any State function the dress which would be prescribed for similar functions in British India

(c) No lent officer should wear an Indian State uniform or the equivalent thereof without the previous permission of the Government of India "

[F No 133 (2) II /35]



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No. 45.

INDEX.

No 48

Index

1. *Page vii*—

Below

" Easements. Transport and supplies

Insert

" EMBANKMENT AND DRAINAGE WORKS Compensation for land required in British India and in Indian States, respectively for irrigation.

3 *Page xi*

Under "INDIAN STATES"

Below "Criminal proceedings against enrolled and attested followers of His Majesty's Army 83 73"

Insert "Dealings between —— and Capitalists and Financial Agents 8 15 A."

2 *Page xi*—

Under "INDIAN STATES"

Above

"Confinement in British jails of certain prisoners from —— 85 79"

Insert

"Compensation for land required in British India and in ——, respectively, for irrigation, navigation, embankment and drainage works, etc .. .. .. 16 21-A"

3. *Page xiii*—

Below

" INVESTMENTS. Restrictions on —— by Government servants .. .. 138 App. VI "

Insert

" IRRIGATION. Compensation for land required in British India and in Indian States, respectively, for ——, navigation, embankment, and drainage works, etc . .. . 16 21-A "

age xiv—

Under " LAND "

Below " Compensation for —— required for railways in Indian States .. .. 13 21 "

Insert " Compensation for —— required in British India and in Indian States, respectively, for irrigation, navigation, embankment and drainage works, etc. .. 16 21-A "

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4. *Page xiv*

Under " LOAN(S) "

Below " Intention of Indian States to raise—to be reported .. .. 8 15 "

Insert " Raising of —— by Indian States .. 8 15-A."

f Page xv—

Below

Insert

[F No 5 (2) R/28]

4. On page xviii of Index,

after

"Public Entertainment. Restrictions on acceptance of—— by Government servants . . . . . . 134 App. VI"

insert

"Radio Broadcasting— in Indian States . . . .26 25-A"

Addenda and Corrigenda.

Serial number of addendum or corrigendum	Date	Page of Manual on which inserted	Remarks
1	9/2/25	36	
2	9/2/25	185	
3	20.4.25	106	✓
4	20-4-25	69	
5	"	5	
6	"	133-135	
7	"	133	
8	3/11/25	149	
9	9/11/25	154	
10	14/6/26	Pages 69 & 71	
11		144	✓
12		13-16	✓
13	15/7/26	24-25	✓
14	3/8/26	136-137	✓
15	13/8/26	98 & 99	
16			

Addenda and Corrigenda.

Serial number of addendum or corrigendum.	Date.	Page of Manual on which inserted.	Remarks.
17	25-12-21	190 & 191	
18	19-1-27	27-35	
19			
20			
21			
22			
23		70	
24	13-12-27	180, 181 & 187	
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